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Senate District 40 Republican Party

3

CONSTITUTION

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Preamble

6 The Republican Party of Minnesota, Senate District 40, is organized in support of all citizens of Minnesota Senate District 40 who
7 desire honest, efficient, and responsive but limited Constitutional government.

8

Article I-Name

9 The name of this organization shall be the Senate District 40 Republican Party of Minnesota. This Basic Political Organization Unit
10 and the geographic area it includes are hereinafter referred to as "the BPOU".

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Article II-Purpose and Objectives

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Section 1: PURPOSE

14 The purpose of the BPOU is to promote the principles of the Republican Party of Minnesota, as expressed in the State Platform, and
15 to help elect candidates who will advance those principles in public service.

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Section 2: OBJECTIVES AND DUTIES

18 The objectives and duties of the BPOU shall include those imposed by law and custom upon official party committees, and the
19 pursuit of our purpose. To these ends, the BPOU shall:

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- A) organize or cause to be organized each precinct in the BPOU.
 - 22 B) recruit, endorse and work to elect qualified Republican candidates to the State Senate and State House of
23 Representatives.
 - 24 C) assist in the election of State and Federal Republican endorsed candidates whose constituencies, when elected, will
25 include residents of the BPOU.
 - 26 D) work to recruit, endorse/recommend and elect Republican or Republican-leaning candidates for local offices, where
27 the jurisdictions include residents of the BPOU, even if the election is nominally non-partisan.
 - 28 E) encourage the formation of auxiliary Republican groups, and cooperate with and coordinate their activities.
 - 29 F) administer the affairs of the Party within the BPOU.
 - 30 G) communicate the Republican message and principles at every opportunity.
 - 31 H) expand participation in Republican Party and other civic activities in the BPOU.
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Section 3: JURISDICTION

34 The Territorial Jurisdiction of the BPOU shall be limited to the geographical area situated within the boundaries of the BPOU as
35 determined by law in accordance with the most recent federal census.

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Article III-Membership

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38 Membership in this BPOU organization shall be open to all citizens eligible to vote in the BPOU who wish to be affiliated with the
39 Republican Party and who support the purposes and objectives thereof.

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Article IV-Organization

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Section 1: Officers

43 **The BPOU Officers shall include:**

- 44 A) BPOU Chair
45 B) BPOU Deputy Chair
46 C) BPOU Secretary
47 D) BPOU Treasurer
48 E) BPOU Deputy Treasurer
49 F) BPOU Vice Chair (up to 10 positions)
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56 **Section 2: EXECUTIVE COMMITTEE -**

57 The management of the BPOU shall rest with the BPOU Executive Committee, subject to the direction of the State Central
58 Committee, the State Executive Committee, the BPOU Convention, the State Party Constitution, The BPOU Constitution and
59 applicable State law. The BPOU Executive Committee shall be composed of:

- 60 A) The officers listed in Section 1
- 61 B) The Chair of any standing committee, as identified in Section 4, if they are not otherwise an officer
- 62 C) As ex officio members without voting privileges, any Republican member of the legislature residing within the BPOU
63 or his or her designee
- 64 D) As ex officio members without voting privileges, officers of the Republican State or Congressional District Executive
65 committee residing within the BPOU
- 66 E) State Central Committee Delegates and Alternates
- 67 F) Precinct officers

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69 **Section 3: Other Committees**

70 Other committees may be formed at the direction of the Executive Committee. The Chairs of these committees will be appointed
71 by the BPOU Chair and confirmed by the Executive Committee.

72
73 The following are convention committees. The terms of their members shall end with the adjournment of the conventions they serve.

- 74 A) Arrangements – This committee shall arrange for a location, food and facilities for a convention.
- 75 B) Registration and Credentials – This committee shall handle registration of delegates and alternates, keeping record and
76 reporting to the Convention the registration totals.
- 77 C) Rules – This committee shall propose rules to govern the operation of each convention.
- 78 D) Resolutions/Platform – This committee shall be appointed only in even numbered years and shall consider resolutions
79 for changes to the State Party platform. The committee shall report these resolutions to the Convention for debate and
80 voting. The committee will prepare the report of resolutions approved at the BPOU convention for the Congressional
81 District Convention’s consideration.
- 82 E) BPOU Nominations -- This Committee is charged with nominating one or more candidates for each of the BPOU
83 officer and State Central Committee Delegate positions.

84
85 The following committees are standing committees. The chair of each committee must be appointed by the BPOU Chair, with
86 agreement by the Executive Committee, after each BPOU Officer election. Chairs of these committees, if not already officers of
87 the BPOU, are members of the Executive Committee.

- 88 F) Constitution and Bylaws– This committee’s membership and duties are outlined in Article XI.
- 89 G) Elective Office Candidate Search - This committee shall identify and qualify Republican legislative candidates and
90 candidates for local political offices, even if the office is officially nonpartisan.
- 91 H) Fundraising – This committee shall organize and conduct events to raise money for the BPOU.
- 92 I) Audit – This committee shall conduct periodic audits of the Treasurer’s documentation.

93
94 The following committees are voluntary and serve at the discretion of the Executive Committee. Chairs of these committees are
95 appointed by the BPOU chair and confirmed by the Executive Committee but are not necessarily members of the Executive
96 Committee. The following list is neither required nor limiting:

- 97 J) Political Activities -- effectively communicate Republican ideals and issue positions while exposing the opposition
- 98 K) Get out the Vote -- phone calls, direct mail, literature drops and door knocking
- 99 L) Website and Social Media – managing the BPOU website and social media accounts
- 100 M) Community Events -- promote a positive image of the Republican Party in the community
- 101 N) Welcome -- seek out new activists and invite their participation
- 102 O) Caucus -- organize and arrange for successful precinct caucuses

103
104 **Section 4: DUTIES**

105 The duties of the Executive Committee shall be as follows:

- 106
107 A) The BPOU Chair shall conduct BPOU Executive Committee meetings. The BPOU Deputy Chair shall conduct
108 meetings in the Chair's absence. Together, they shall appoint committees and coordinate the activities of the BPOU
109 officers. They are also ex-officio members of all BPOU committees.
- 110 B) The Secretary shall keep minutes of meetings accessible for at least the past four years, in hard copy or secure digital
111 format; be responsible for written correspondence with the members of the BPOU committees, delegates and alternates
112 to BPOU conventions and other correspondence that may be necessary.
- 113 C) The Treasurer shall be responsible for all Party monies, keep complete financial records for at least the past four years,
114 in paper and secure digital format were available, disburse monies as authorized by the Executive Committee, prepare
115 and submit all reports to the State as required by law and help submit an annual budget.

- D) The Deputy Treasurer shall assist the Treasurer in the duties specified in (C).
- E) Vice Chairs shall assist in managing the affairs of the BPOU.

Section 5: FINANCES

The BPOU Treasurer shall maintain the BPOU financial records in an orderly fashion.

- A) The Audit Committee shall review all records at least quarterly.
- B) At least every odd year, after the convention, the Executive Committee shall designate the financial institution to be used as a depository for Party funds.
- C) The Treasurer and at least two of the following BPOU officers shall sign all financial institution signature cards: BPOU Chair, Deputy Chair, Secretary, and/or Deputy Treasurer.
- D) All expenditures greater than \$100 require prior approval by the Executive Committee.
- E) All disbursements shall be by check.
- F) Receipts for all expenditures must be submitted to, and kept by, the Treasurer for auditing purposes.
- G) All funds coming to the BPOU should be consistent with Minnesota and Federal laws and deposited in the BPOU's account(s) upon verification, or else returned to the donor.

Article V-BPOU Elections

Section 1: BPOU Officers and State Central Committee Delegates

The BPOU Officers, except for the Treasurer and Deputy Treasurer, and State Central Committee Delegates shall be elected by the delegates at the odd-year BPOU convention. The term will last until the subsequent odd-year convention.

- A) The Chair, Deputy Chair, and Secretary, and Vice Chair (up to 10 positions) shall be elected at large.
- B) The Treasurer and Deputy Treasurer shall be appointed by the Chair and approved by a simple majority vote of the Executive Committee.
- C) State Central Committee Delegates, and up to three ranked alternates for each, shall be elected at large.

Section 2: Precinct Officers

Officers of each precinct shall consist of a chair, vice chair and secretary, elected to a two-year term at the even-numbered year Precinct Caucus, in compliance with State statute. In the event a precinct fails to elect any officer at this caucus, the BPOU Executive Committee may appoint an individual to fill the vacancy in that precinct.

Section 3: Nominating Committee

A nominating committee, as described in Article IV, is charged with nominating one or more candidates for each of the various officer positions. Nominations will also be accepted from the floor.

Article VI-Meetings

Section 1: Requirements:

- A) The Executive Committee shall meet at least once per quarter. The Executive Committee shall hold a meeting at any time on seven (7) days notice to all members either at the call of the Chair or by request of at least twenty (20) percent of the voting members of the Committee. A meeting can be held with as little as three (3) days verbal notice upon agreement of two-thirds of the voting members. Each member of the Executive Committee shall have one (1) vote.
- B) The Executive Committee may establish a calendar of regular meetings. A seven (7) day advanced notice shall be given to the members of the Committee if a regular meeting is to be cancelled or postponed.
- C) A quorum shall be eight (8) members of the Executive Committee (including the Chair or Deputy Chair) for the purpose of transacting BPOU business.
- D) Official decisions of the BPOU may be conducted by electronic voting, whether by e-mail, website application or other means, may be used when the executive committee needs to reach a decision on short notice, providing that more than 50% of all voting members respond affirmatively and without objection. Such vote should be recorded by the Secretary as the minutes of a special meeting.

Article VII-BPOU Conventions

Section 1: Call

- A) BPOU conventions shall be held each year during the period and for the purpose designated by the Official Call issued by the State Executive Committee, the State Central Committee, the Congressional District Committee, or the BPOU Executive Committee. The BPOU Executive Committee shall determine the time and place of these conventions. Special BPOU conventions shall be held at the call of the aforementioned groups, or at the discretion of the majority of the BPOU Executive Committee, provided that a minimum of ten (10) days notice, in writing, be sent to each delegate and alternate.
- B) If events warrant a special election for the State Senate or House, a special endorsing convention may be held at the call of the BPOU Chair, with agreement of the majority of the Executive Committee. A notice of not less than five (5) days shall be given to delegates and alternates. It shall be held for the sole purpose of endorsing a candidate for office.
- C) Upon notification by the Candidate Search Committee that a candidate in a local election is one who can advance Republican principles in office, the Executive Committee may call a special endorsing convention, for the sole purpose of endorsing a Republican candidate for the office, even though it may be officially nonpartisan. Delegates to the convention shall be those delegates and alternates within the BPOU who are eligible to vote in the election. Once a candidate is endorsed, the BPOU should work to elect the candidate.

Section 2: Order of Business

At all annual BPOU conventions, the order of business shall follow the practice of previous conventions up to the preliminary credentials report. The Convention shall then proceed to the seating of alternates as outlined in Section 3, followed by election of the permanent officers of the convention and the remainder of business.

In general election years, the additional items of business shall include:

- A) Endorsement of a candidate for State Senate from the BPOU, and endorsement of Minnesota House candidates from A and B Districts;
- B) Resolutions for changes to the State Party platform;
- C) Election of delegates, and up to two alternates for each delegate, to the Fourth Congressional District and State Republican conventions; and
- D) Any other matters which might fall within the jurisdiction of the Convention.

In odd-numbered years, items to be acted upon shall include:

- A) Election of BPOU officers;
- B) Election of delegates, and up to three alternates for each delegate, to State Central Committee;
- C) Proposed Changes to this Constitution; and
- D) Any other matters which might fall within the jurisdiction of the Convention.

Section 3: Seating of Delegates and Alternates

- A) The BPOU Convention shall be composed of delegates and alternates elected at the most recent Republican Party Precinct Caucuses within the BPOU. The ratio of delegates allotted to Republican votes cast in the precinct at the last election shall be uniform throughout the BPOU. The Credentials Committee shall seat all duly elected and accredited delegates of each precinct who are present. In the event that the total registered delegates and alternates are less than the total allotted to the precinct, all shall be seated. Alternates shall be seated as follows by the precinct chair or vice-chair or, if both are absent, the seated delegates shall elect a chair and then proceed to fill the vacancies.
- B) Vacancies shall be filled by the alternates in the order in which they were ranked by the Precinct Caucus. If not ranked, then by vote of the seated delegates. If a tie vote arises, the chair shall appoint, by coin toss, one of the alternates who participated in the tie. Alternates shall be elected to fill vacancies individually to replace absent delegates. The alternate so elected may subsequently vote in the election to fill the next vacancy.
- C) If a delegate arrives late, the delegate shall assume the seat of the lowest ranked alternate. A delegate may be seated at any time, unless balloting is in progress.
- D) If a precinct has any vacancies that can't be filled by an alternate from the same precinct, the vacancy will remain.

Section 4: QUORUM

The quorum for conducting the business of the BPOU Convention shall be the greater of:

- A) Fifty percent (50%) of the highest number of seated delegates and alternates according to the latest credentials report
- OR
- B) Fifteen percent (15%) of the total number of delegates and alternates elected and able to be seated.

Once established, it shall be the responsibility of the Chair of the convention to ensure that no business is conducted without a quorum.

229 **Section 5: Election of delegates to the State Convention**

230 Delegates and up to twice as many alternates to the Republican State and Congressional District Conventions shall be elected in
231 accordance with the laws of the State of Minnesota and the State Republican Constitution, and shall continue as such until their
232 successors are elected. Delegates and alternates shall be elected at the BPOU convention. Alternates shall be ranked for seating
233 purposes at these conventions.
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235 **Section 6: ENDORSEMENT-**

236 A motion to endorse will be in order at any BPOU convention in the years when these elections occur. This motion must carry by a
237 majority vote.
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- 239 A) The BPOU Convention may endorse a candidate for office of State Senator. Endorsement shall be by sixty (60) percent
240 of the valid ballots cast, providing this number exceeds 50% of the total seated delegates and alternates as of the last
241 Credentials committee report preceding the vote. The definition of a valid ballot is defined in the Republican Party of
242 Minnesota Constitution.
- 243 B) A Sub-Caucus of a BPOU Convention or a separate convention of the delegates from each State House District may
244 each endorse a candidate for State Representative. If endorsement is by a separate convention, agenda of said
245 convention shall be limited to the endorsement of these candidates only. Endorsement shall be by sixty (60) percent
246 of the valid ballots cast, providing this number exceeds 50% of the total seated delegates and alternates as of the last
247 Credentials Committee report preceding the vote. The definition of a valid ballot is defined in the Republican Party of
248 Minnesota Constitution.
- 249 C) A BPOU Convention may provide for a non-binding advisory endorsement to candidates for State or Federal office.
250 Endorsement shall be by sixty (60) percent of the valid ballots cast. For non-binding advisory endorsements, there
251 shall only be one ballot per office. With agreement of the Convention, a non-binding straw poll may be taken for any
252 of these offices, and the final tally of the ballot will be made part of the record of the convention.
- 253 D) A convention may be called to endorse local, nonpartisan candidates if the convention is restricted to those BPOU
254 delegates and alternates who reside within the political boundaries of the office. Where those boundaries cross BPOU
255 lines, a joint convention with the other BPOUs is required. Alternatively, the BPOU (or BPOUs) Executive
256 Committee(s) may "recommend" a candidate for such office, who they believe would advance Republican principles
257 in that office. Support for such candidates is limited to providing contact lists, with a suitable list use agreement.
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259 **Article VIII-Congressional District Relationship**

260 **Section 1: Congressional District Committee**

261 Representation from the BPOU on the Congressional District Committee shall be pursuant to the Constitution of the Congressional
262 District.
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265 **Section 2: Alternates**

266 Should (any of) the designated representative(s) be unable to attend any Congressional District Committee meeting, he/she shall
267 arrange for an alternate.

268 **Article IX-Vacancies and Removals**

269 **Section 1: Vacancies**

270 Vacancies that occur in precinct officer positions may be filled by an acting precinct officer appointed by the Executive Committee
271 or, if so directed, as elected by a caucus of Republicans in the affected precinct. Should vacancies occur in the Executive Committee,
272 replacements may be appointed by the Executive Committee.
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275 **Section 2: Removals**

276 A member of the Executive Committee may be removed from office by a two-thirds (2/3) vote at any meeting of the seated committee
277 members provided that the Executive Committee and the member in question are furnished with a fourteen (14) day notice, in
278 writing, of the charges that may warrant removal. Further, the member in question shall be entitled to respond to these charges in
279 person or in writing prior to the vote to remove.
280

281 **Section 3: Attendance**

282 If a member of the Executive Committee is absent without cause from more than four (4) consecutive meetings, this person may be
283 subject to the removal provisions outlined in Section 2.
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286 **Section 4: Cause for Removal**

287 It is the duty of all Executive Committee members to support Republican endorsed candidates. Should any member of this body
288 actively and publicly campaign against a Republican endorsed candidate, that member may be removed from the Executive
289 Committee in accordance with the provisions of Section 2.

290
291 **Section 5: Conflict of Interest**

292 Any elected member of the Executive Committee who announces their candidacy for Federal or State elected public office shall be
293 placed on immediate leave of absence and if he/she receives endorsement or runs in the Primary Election he/she shall resign their
294 position on the Executive Committee.
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296 **ARTICLE X Parliamentary Authority**

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298 The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the BPOU in all cases to which
299 they are applicable and in which they are not inconsistent with the Constitution and Bylaws of the Republican Party of Minnesota,
300 this Constitution, the statutes of the State of Minnesota, or any special rules of order the BPOU may adopt.

301 **Article XI- Amendments**

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303 **Section 1: Effectivity**

304 The amendment(s) shall become effective immediately upon adoption by a majority vote of the BPOU Convention.
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306 **Section 2: Constitution and Bylaws Committee**

307 Following the BPOU Convention in odd-numbered years, the BPOU Chair, with the approval of the BPOU Executive Committee,
308 shall appoint a standing Constitution and Bylaws Committee and designate a chair. This committee shall meet from time to time at
309 the call of its chair or the BPOU Chair and shall continually review the provisions of this Constitution and Bylaws. This committee
310 shall report to the BPOU Convention.
311

312 **Section 3: Amendments**

313 This Constitution may be amended at any BPOU convention, provided that the proposed amendments be first referred to the
314 Constitution and Bylaws Committee. The official convention call must indicate that constitutional amendments are to be considered.
315 Amendments that are editorial in nature, for purposes of grammar, clarity or style, may be made by the Constitution and Bylaws
316 Committee at any time. The Secretary will maintain a current copy.
317

318 **Section 4: Bylaws**

319 Bylaws not inconsistent with this Constitution, the RPM Constitution, or the Constitutions and laws of the State of Minnesota and
320 the United States of America may be adopted and amended by a two-thirds vote of the Executive Committee. The Bylaws may be
321 adopted or amended after written notice of any proposal for amendment has been submitted with the notice of the BPOU meeting.
322 Any proposal for amendment shall be referred to the BPOU Constitution and Bylaws Committee and reported out of said committee
323 by at least a minority report signed by three such committee members before it shall be submitted to the BPOU meeting.
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326 Amended March 2, 2023
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328 Amended April 6, 2024
329 Technical edits June 28, 2024