

# CONSTITUTION of the THIRD CONGRESSIONAL DISTRICT REPUBLICAN PARTY OF MINNESOTA

## ARTICLE I: NAME

The name of this organization shall be the Third Congressional District Republican Party of Minnesota (“the Party” or “CD 3”).

## ARTICLE II: OBJECTIVES

The objectives of the organization shall be to:

1. Further the principles of the Republican Party within the Third Congressional District.
2. Manage the affairs of the Party within the District.
3. Expand membership and participation within the Party.
4. Elect Republicans to federal, state and local office.

## ARTICLE III: MEMBERS

SECTION 1. Membership. The membership of the Party shall be composed of all voters of the Third Congressional District who desire to support the objectives of the Republican Party.

SECTION 2. Rights. Nothing in this Constitution shall be construed to deny or abridge the rights of any voter to attend or vote in any Party convention, primary, or convention wherein they are entitled by law, and by this Constitution and our CD 3 Bylaws, to participate.

## ARTICLE IV: OFFICERS

SECTION 1. Composition. The Officers of the Third Congressional District Republican Party shall consist of a Chair, a Deputy Chair, seven Vice Chairs, a Secretary, a Treasurer, and any standing committee chairs appointed by the Congressional District Chair and approved by the

## Congressional District Executive Committee.

A. Chair. The Chair shall serve as Chief Executive Officer of the Republican Party within the Third District.

B. Deputy Chair. The Deputy Chair shall assume the duties of the Chair, in the absence of the Chair, and be responsible for duties as may be assigned by the Chair.

C. Vice-Chairs. The seven Vice Chairs shall serve as liaisons between the Third District and the BPOUs to which they are assigned, and shall also perform such duties as may be designated by the Executive Committee.

D. Secretary. The Secretary shall keep the minutes of all Third District Executive Committee and Full Committee meetings, and shall prepare and send all meeting notices.

E. Treasurer. The Treasurer shall receive, keep and be responsible for all funds of the Third Congressional District Republican Party, and shall keep complete and accurate records and accounts of the receipts and disbursements of such funds. The Treasurer shall disburse such funds as authorized by the Third District Executive Committee.

Checks of \$500 or more shall be countersigned by the Chair. The Treasurer may be bonded in such amount as established by the Executive Committee. The books, records and accounts of the Treasurer shall be open for inspection by any member of the Executive Committee at any reasonable time. The Treasurer shall submit at each Executive Committee meeting a detailed itemization of receipts and disbursements, and the balance on hand at the end of the reporting period. An audit of the books, records and accounts of the Treasurer shall be conducted at the request of the Executive Committee. The Treasurer shall furnish to the annual District convention an annual treasurer's report. The Treasurer is responsible for financial documents requested by the Executive Committee, and for all other legally required financial documents.

SECTION 2. Terms. These officers shall be elected by the Third District Convention in the year 2022, and in odd-numbered years thereafter.

SECTION 3. Eligibility.

Any member of the Third Congressional District Republican Party shall be eligible to serve as a Congressional District officer except officers of any BPOU located therein, or of the Republican Party of Minnesota. Officers of any BPOU are defined as a Chair, Co-Chair, Deputy Chair, Treasurer, Secretary, and/or the top four ranking officers of any BPOU as defined by the BPOU.

SECTION 4. Term Limits. Officers of the Third Congressional District Republican Party shall be limited to three consecutive two-year terms within the same office. Term counting starts after initial adoption of this Constitution following redistricting, each decade.

## ARTICLE V: EXECUTIVE COMMITTEE

SECTION 1. Composition. The officers of the Party, as defined in Article IV, Section 1, shall constitute the Third Congressional District Executive Committee.

SECTION 2. Duties. Management of Congressional District business between meetings of the Full Committee shall be vested in the Executive Committee. This responsibility shall include but not be limited to making committee and other appointments as needed, calling Full Committee meetings, and preparing recommendations to the Full Committee regarding time, place and arrangements for Congressional District conventions.

SECTION 3. Meetings.

A. The Executive Committee shall hold at least six (6) meetings per calendar year. Meetings may be called by the Chair or by any five (5) Officers of the Executive Committee. Notice shall be sent at least ten (10) days prior.

B. An emergency meeting may be called by the Chair or by sixty (60) percent of the Executive Committee for the sole purpose of dealing with the specified emergency. Prior notice provisions may be waived, but a quorum must still exist for the transaction of any business.

SECTION 4. Quorum. A quorum of at least fifty (50) percent is required for the Executive Committee to transact any business.

SECTION 5. Vacancies.

A. A vacancy shall occur upon the death, resignation, removal or relocation of an officer which would render the officer ineligible to hold said position.

B. If a vacancy exists in any Executive Committee officer position, other than the office of Chair, the Executive Committee can appoint an acting temporary officer, if necessary, to fill the position until the next meeting of the Full Committee, pending the approval of said appointment by the Full Committee at its next regularly scheduled meeting.

C. If a vacancy exists in the Chair's office, the Deputy Chair shall assume the title of Acting Chair. The next meeting notice of the Full Committee shall note the vacancy in the Chair's office requesting that an election be held at that meeting for the office of Chair. If the Deputy Chair (Acting Chair) is elected as Chair, then the Full Committee may hold an election, before the Full Committee meeting is adjourned, to elect a Deputy Chair if the meeting notice included a statement that the Acting Chair desired to be nominated for the Chair's position.

D. The appointment made by Full Committee shall serve for the balance of the unexpired term.

SECTION 6. Removal of Members.

A. Members of the Executive Committee may be removed for any of the following reasons: failure to cooperate in carrying out the assigned duties of the office; actively or publicly supporting any candidate opposing an endorsed Republican in a primary or general election; or

unexcused absence for two (2) consecutive meetings.

B. A member of the Executive Committee may be removed by a two-thirds vote of the entire membership, of the Full Committee at a regularly scheduled meeting, or at a meeting called in accordance with Article V, Section 3A.

C. Notice of any proposal for removal of a member of the Executive Committee shall be included in the notice of the meeting. The individual concerned shall be served with a detailed statement of the charges against him or her at least ten (10) days prior to such a meeting.

## ARTICLE VI: CONGRESSIONAL DISTRICT FULL COMMITTEE

SECTION 1. Composition. The Third Congressional District Full Committee shall consist of the following voting members:

A. All members of the Congressional District Executive Committee.

B. Representatives from every whole or partial BPOU which is entitled to representation under Section 2 below, provided that they are residents of the Third Congressional District and have been elected as provided by the Constitution or Bylaws of their BPOU.

C. If a BPOU is entitled to more than one seat on the Full Committee, the two highest-ranking officers of that BPOU shall automatically fill the first two positions of said BPOU's delegation to the Full Committee, provided they are residents of the Third Congressional District.

D. For purposes of Full Committee representation, representatives of any whole or partial BPOU which does not qualify for a Full Committee position under Section 2 below (less than 2,501 votes) shall be assigned to the nearest whole or partial BPOU. If such an assignment qualifies the receiving BPOU for an additional position on the Full Committee, every effort shall be made to select a representative from the assigned BPOU.

SECTION 2. Allocation of Representatives. Each whole or partial BPOU shall receive one (1) representative for the first 2,501 votes cast

in that BPOU for the Republican candidate for President or Governor in the most recent general election. Said BPOUs will receive one (1) additional representative for each 5,000 votes beyond the initial 2,501 cast within that portion of the BPOU contained within the Third Congressional District. The Constitution and Bylaws Committee shall recalculate the allocation of Full Committee members after each general election as Appendix I, of the Bylaws.

SECTION 3. Duties. The Third Congressional District Full Committee shall be responsible for the management of the affairs of the Third Congressional District Republican Party, subject to the direction of the State Central Committee, the State Executive Committee and the Third Congressional District Convention. The Full Committee shall have no jurisdiction over the internal governance of any BPOU, except as provided under Article VII.

SECTION 4. Meetings. The Full Committee shall meet on the call of the Chair no less than once per year, or by the call of five (5) members of the Full Committee representing no less than five (5) whole or partial BPOUs. Notice of any meeting shall be sent at least ten (10) days in advance.

SECTION 5. Quorum. The lesser of: Fifteen (15), or a majority of all the, members shall constitute a quorum for the purpose of transacting the business of the Full Committee. No business can be conducted in the absence of a quorum.

SECTION 6. Removal of Members. Removal of any member of the Full Committee shall be governed by the provisions of Article V, Section 6, with the exception that the quorum requirement for Full Committee meetings called to remove any member shall be a majority of the Full Committee membership.

## ARTICLE VII: BPOU ORGANIZATIONS

SECTION 1. Jurisdiction. The management of the affairs of the Republican Party within each Basic Political Organizational Unit

(BPOU) shall be vested in the BPOU committee, subject to the direction of the State and Congressional District Parties on those matters within the scope of their respective functions.

SECTION 2. Duties. It shall be the duty of each BPOU to select and empower its own leadership for the express purpose of conducting BPOU business, coordinating candidate searches, and conducting an endorsing convention for its state house and state senate districts.

SECTION 3. Congressional District Oversight. In the event a BPOU fails to organize an endorsing convention, the Congressional District Chair is authorized to organize and convene said endorsing convention. The Executive Committee is empowered to make recommendations regarding the replacement of any vacant or non-performing BPOU leadership position to any endorsing convention convened under these circumstances. If such a failure occurs within a BPOU shared with other congressional districts, the Congressional District Chair shall consult with the leadership of the affected congressional districts regarding the arrangements for said endorsing convention.

## ARTICLE VIII: STATE CENTRAL COMMITTEE

SECTION 1. Allocation. State Central Committee delegates shall be allotted to each BPOU within the Third Congressional District under the formula adopted by the Republican Party of Minnesota.

SECTION 2. Election of Delegates and Alternates. Each whole or partial BPOU within the Congressional District shall be responsible for electing delegates from members of the party residing within their borders in odd-year conventions. Between one and three alternates shall be elected for each delegate, with the method of seating to be determined by the BPOU. If the BPOU does not determine a method of seating alternates the Congressional District Chair shall seat alternates at the Chair's discretion.

SECTION 3. Assigned Representation. For purposes of State Central Committee representation, any whole or partial BPOU which does not

qualify for representation under Section 1 shall be assigned to the nearest whole or partial BPOU. If such an assignment qualifies the receiving BPOU for an additional State Central Committee delegate or alternate, every effort shall be made to fill that position with a resident of the assigned BPOU.

SECTION 4. Cross-Seating - The Congressional District Chair has authority to seat alternates into BPOU delegations which have not filled their allotment of State Central delegates.

SECTION 5. BPOU State Central Delegation. For the avoidance of doubt, each BPOU has sole discretion for determining the process for selecting its Delegates and Alternates for the State Central Committee, including but not limited to selection by election or appointment to fill a vacancy. Assignment to an officer of the BPOU for so long as they hold that office is permitted so long as it is provided for in their Constitution or Bylaws.

## ARTICLE IX: CONVENTIONS

SECTION 1. Frequency and Call. Third Congressional District Conventions shall be held annually upon the call of the State Executive Committee, the State Central Committee or the Third Congressional District Executive Committee. The official call shall be mailed at least ten (10) days prior to the Convention, except for a post-primary endorsing convention, which is held within five (5) days. Time, place and other arrangements shall be determined by the Congressional District Executive Committee.

SECTION 2. Business. Congressional District Conventions shall transact such business as specified in the Call of the Convention and may transact such other business as a majority of the Convention may determine.

SECTION 3. Endorsement. Any candidate for any elective public office may be granted pre-primary endorsement by the Third Congressional District Convention if the candidate receives a 60% vote of the



convention as established by the final report of the credentials committee. Any endorsed candidate must commit to seek office as a Republican prior to consideration for endorsement.

SECTION 4. Composition. Congressional District Conventions shall be composed of the following:

A. Delegates and alternates elected by the respective BPOU conventions. Delegates shall be allocated to each BPOU upon such basis as the Executive Committee or Full Committee may determine, provided that such basis is uniform throughout the Congressional District and is based upon the votes cast for the Republican candidate for President or Governor at the most recent general election, as set forth in Appendix I of the Bylaws.

B. One delegate and one alternate from any officially recognized RPM Party Affiliate provided those individuals are residents of the Third Congressional District and shall be of voting age at the time of the next general election.

SECTION 5. Election and Terms of Delegates and Alternates to CD 3 Conventions.

A. All Congressional District Convention delegates and alternates shall be elected in even-numbered years and shall hold office until their successors are duly elected.

B. A BPOU may elect up to twice as many alternates as its number of delegates, provided the BPOU constitution or bylaws specify a method for the orderly seating of alternates to fill delegation vacancies at the Congressional District Convention.

SECTION 6. Seating of Alternates. Once the temporary organization has been established, the first order of business of the District Convention shall be the seating of alternates. The permanent voting roll of the Convention shall be comprised of the delegates from each BPOU and affiliate organization. In the absence of a delegate, a registered alternate

shall be seated according to the BPOU constitution or bylaws. In the event that the BPOU constitution or bylaws do not provide a method for the orderly seating of alternates, the seated delegates shall caucus to seat such registered alternates as are needed to fill the delegation. Any delegate arriving at or returning to the floor of the Convention shall be immediately seated.

SECTION 7. Convention Committees. Prior to the convening of any Congressional District convention, the Congressional District Chair, upon the approval of the Executive Committee, shall appoint convention committees composed of delegates and alternates duly elected to attend said Convention. Committee duties shall be established by the Congressional District Bylaws.

## ARTICLE X: AMENDMENTS

SECTION 1. Composition and Duties. The Congressional District Chair, upon the approval of the Executive Committee, shall appoint one member from each BPOU to serve on a standing Constitution Committee. This committee shall be receptive to written proposals from members of CD 3, and shall maintain an ongoing review of the Third Congressional District Constitution and Bylaws and recommend to the Congressional District Convention such changes as it deems advisable. The Committee shall meet at least once each year. Any Committee member shall be afforded full rights of debate at any Convention, Executive Committee or Full Committee meeting for purposes of discussion of Constitution Committee reports.

SECTION 2. Approval of Amendments by Convention. This Constitution may be amended by a majority vote of any Congressional District Convention, provided that the Call for that Convention shall have contained notice of such proposed amendment or its general nature as initially approved by the Constitution Committee. The Convention may adopt or reject each of the proposed amendments as presented by the Constitution Committee. Amendments may not be proposed from the floor.

## ARTICLE XI: BYLAWS

SECTION 1. Authority. The Executive Committee shall operate under the Bylaws of the Third Congressional District as authorized by this Article. The composition and duties of the various Congressional District committees may be prescribed by the Bylaws, but must conform to all provisions of this Constitution. In the event of a conflict between the Constitution and the Bylaws, the Constitution will prevail.

SECTION 2. Amendments. The Bylaws may be amended by a majority vote of those present and voting at any Congressional District Full Committee meeting, or by a majority vote of any Congressional District Convention, provided ten (10) days written notice has been provided, of the nature of the proposed amendment(s) from the Constitution Committee.

## ARTICLE XII: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Third Congressional District Republican Party in all cases in which they are applicable and in which they are not inconsistent with this Constitution, the Bylaws of the Third Congressional District, the Constitution and Bylaws of the Republican Party of Minnesota, the statutes of the State of Minnesota, or any special rules of order the Party may adopt.