

Effective July 11, 2023

**CONSTITUTION OF
THE REPUBLICAN SENIORS OF MINNESOTA**

ARTICLE I **NAME AND LOCATION**

- Sec. 1 The name of this organization shall be: THE REPUBLICAN SENIORS OF MINNESOTA (REPUBLICAN SENIORS or RSM).
- Sec. 2 Address of the organization shall be the same as the REPUBLICAN PARTY OF MINNESOTA, STATE CENTRAL COMMITTEE (The Party).

ARTICLE II **OBJECTIVES**

- Sec. 1 The objectives of the Republican Seniors shall be:
- 1.1 To act as an affiliate of the Republican Party of Minnesota by aiding in organizational work during campaigns, and whenever needed.
- 1.2 To become better informed about the concerns of mature citizens and provide help to this group.
- 1.3 To serve as a link in the chain of communications between the Republican Seniors and the government and political leaders at all levels.
- 1.4 To reach out to all Republican Seniors with basic information regarding the principles of the Republican Party.
- 1.5 To encourage all members of the Republican Seniors to take an active part in the affairs of their Republican Caucuses, BPOU's and Congressional Districts.
- 1.6 To encourage all members to take an active part in public affairs within their communities.

ARTICLE III **MEMBERSHIP AND DUES**

- Sec. 1 Membership of the Republican Seniors shall be composed of any citizen supporting the principles of the party who has reached the age of 50 years and has paid current dues.
- Sec. 2 Dues shall be set annually by the Board of Directors of the Republican Seniors.

ARTICLE IV **DIRECTORS AND DELEGATES**

- Sec. 1 The DIRECTORS of the Republican Seniors shall consist of a BOARD CHAIR, SECRETARY, TREASURER, (which (3) three people shall form the Executive Board,) and six (6) additional DIRECTORS. Together these nine (9) positions make up the Board of Directors.

- Sec. 2 Two delegates and two alternates to the State Convention of the Republican Party of Minnesota shall be elected for two-year terms at the annual meeting (RSM Convention) in even-numbered years.
- Sec. 3 One delegate and one alternate to the State Central Committee shall be elected for two-year terms at the annual meeting (RSM Convention) in odd-numbered years.
- Sec. 4 One delegate and one alternate shall be elected for a two-year term at the annual meeting (RSM Convention) to each Congressional District convention for which the Seniors qualify. To qualify, there must be at least ten (10) members who reside in any district. This election shall be by a caucus of members residing in the district and shall be in even-numbered years.
- ARTICLE V RESPONSIBILITIES OF THE BOARD CHAIR, SECRETARY, TREASURER, DIRECTORS AND DELEGATES
- Sec. 1 BOARD CHAIR
- 1.1 Calls for and presides at all Board meetings and presides over the monthly meeting for the Republican Seniors.
- 1.2 Is an ex-officio (non-voting) member of each committee.
- 1.3 Represents the Republican Seniors at all appropriate functions (such as Affiliate meetings, etc).
- 1.4 The Board Chair shall assure coordination and completion of all functions of the Republican Seniors organization including compliance with the Republican Party of Minnesota's Affiliate requirements (e.g., annual budget, adherence to restrictions for contributions and spending, sharing of membership data).
- Sec. 2 SECRETARY
- 2.1 Shall record the business and actions of each Board meeting and annual meeting (RSM Convention) or special membership meeting.
- 2.2 Shall record Notes from Program meetings, and make them available for distribution with notice of the next meeting.
- 2.3 Shall certify the names of elected RSM Delegates and Alternates to the appropriate conventions.
- Sec. 3 TREASURER
- 3.1 Shall keep orderly accounts of all funds received and expended by the organization.
- 3.2 Shall report the status of the treasury at each meeting.
- 3.3 Shall ensure accurate maintenance of a membership roster which shall include names, addresses, phone numbers, dues status and Congressional Districts of all paid-up members.

- 3.4 Shall obtain prior authorization of the Executive Board before paying any item over \$200.
- 3.5 Shall coordinate receipt of program meeting fees and membership dues, in conjunction with Director 2 (below).
- 3.6 Shall serve as name/address of contact for banking and EIN purposes.

Sec. 4 Six (6) DIRECTORS

- 4.1 The duties of the six (6) Directors shall be as follows:
 - 4.1.1 All Directors shall attend all Board of Directors meetings.
 - 4.1.2 All Directors shall be willing to assume the duties of the Board Chair in the event the Board Chair is unable to perform their duties.
 - 4.1.3 Each of the six (6) Directors shall be assigned one of the following as mutually agreed:

Director 1 shall establish and chair a committee which shall be responsible for all activities associated with the annual Republican Seniors membership meeting (RSM Convention); for arranging a Republican Senior presence at such functions as the State Fair, Conventions, Senior Citizens events and similar venues. i.e., arrangements, staffing, decorations, door prizes, etc.

Director 2 shall be responsible for coordinating the monthly Republican Seniors Program Meetings. This shall include, but is not limited to, such items as signage, arranging the venue and set-up, coordinating greeters and registration table volunteers, door prizes, etc., coordinating with the Treasurer on the collection of fees and other related items. (See Director 3 duties below.)

Director 3 shall be responsible for the recruitment of speakers for the monthly meetings and providing related equipment needs for the speakers, working closely with Director 2.

Director 4 shall establish and chair a committee which shall be responsible for the membership and growth of the Republican Seniors through a robust outreach program. This Director shall support the development of additional chapters, on-request from prospective chapter organizers. This director shall coordinate entry and updates of contacts name, address, etc., within the organization's electronic platform contacts list, including notation of paid-up members.

Director 5 shall establish and chair a committee responsible for marketing and communications which shall include publishing the objectives and functions of the Republican Seniors through all available technologies (print and electronic). This includes coordinating maintenance of the organization's electronic platform (for website, contacts list, and e-mail communications), monitoring and routing in-box messages, publication of information on the website, and distribution of the monthly meeting announcements via e-mail, Press Releases and Social Media.

Director 6 shall be an “at-large” position; aiding other Board of Director members as needed and assigned.

Sec. 5 The Board Chair, Secretary, Treasurer and the Six (6) Directors as defined above shall collectively assist each other in carrying out their assigned duties. Any one of the Board of Directors may recruit any current paid up member of the Republican Seniors to voluntarily assist in their duties.

Sec. 6 DELEGATES AND ALTERNATES

6.1 Delegates and Alternates shall attend all meetings to which they are elected and report the business and actions of such meetings to the Board of Directors.

Sec. 7 PAST BOARD CHAIR

7.1 Shall serve as Chair of the Nominating Committee.

ARTICLE VI ELECTIONS

Sec. 1 The Republican Seniors Board of Directors and Delegates or Alternates shall be elected for a two-year term at the annual meeting (RSM Convention) in odd-numbered years. When the results of redistricting become effective in an even-numbered year, a special election shall be held at the first annual meeting (RSM Convention) after redistricting to elect directors and delegates or alternates to serve until the time of the next regular odd-year meeting. All directors shall be limited to a maximum of three (3) consecutive full terms. However, directors elected at the special election (in even years after redistricting) shall not be considered to have served a full-term for the purpose of setting director term limits. Any director who has served three (3) consecutive full terms is eligible to run at the last regular election prior to redistricting for the shortened one-year-term ended by redistricting.

Sec. 2 NOMINATING COMMITTEE

2.1 The Executive Board shall establish a Nominating Committee to select at least one candidate for each director or delegate or alternate position and shall report their nominees to the annual meeting (RSM Convention) for which the particular election is to occur.

2.2 The Nominating Committee shall consist of a least three members including the Past Board Chair.

2.3 The Chair of the committee shall be the immediate past Board Chair of the Republican Seniors. In the event the immediate past Board Chair is unable to serve, the directors shall appoint a Chair of the Nominating Committee. The Chair of the nominating committee shall report to the next annual meeting (RSM Convention).

Sec. 3 REQUIREMENTS

- 3.1 No person shall serve more than three (3) consecutive terms on the Board of Directors.
- 3.2 Delegates or alternates may not serve more than three (3) consecutive terms.
- 3.3 To assure fairness and fullness of representation, delegates or alternates may not be delegates or alternates to the same convention from their BPOU, or from another affiliate.
- 3.4 Contested elections shall be by secret ballots.

ARTICLE VII BOARD OF DIRECTORS

Sec. 1 The State Board of Directors shall consist of the directors enumerated in ARTICLE IV, Sec. 1.

Sec. 2 General Management

- 2.1 General Management of the affairs of the Republican Seniors shall be vested in the Board of Directors operating under policies approved by the membership.

ARTICLE VIII MEETINGS

Sec. 1 The Board of Directors shall meet quarterly in the months of April, July, October and January unless changed by the board. Special meetings may be called by the Board Chair, or upon petition of three (3) board members.

Sec. 2 A quorum of the Board of Directors shall be 50% of the authorized strength.

Sec. 3 There shall be an annual meeting (RSM Convention) of all members at a time and place determined by the Board of Directors. Special meetings of all members may be called by the Board of Directors. A call shall be issued at least ten (10) days prior to an annual or special meeting.

Sec. 4 A quorum at the annual meeting (RSM Convention) or a special membership meeting shall be 15% of the total paid-up membership.

ARTICLE IX CHAPTERS

Sec. 1 A group of Republican Citizens in any area of the state of Minnesota may form a chapter. The basis of the organization may be, but is not limited to, the Basic Political Unit, a Legislative District, a County or a Congressional District. An application to the Board of Directors for Chapter Status shall include a copy of the By-Laws and/or Constitution specifying purpose, officers and membership of the chapter.

Sec. 2 Where the bulk of the membership in a Congressional District is included in one chapter, and where at least ten (10) members reside in the district, the chapter shall conduct a caucus to elect one delegate and one alternate to the Congressional District Convention. A minimum of ten (10) days-notice of the caucus shall be given to all paid-up members of Republican Seniors residing in the district. The chapter shall certify the Delegate and Alternate to the Congressional District. If more than one chapter exists in a district, the Board of Directors shall determine which is to conduct the caucus.

Sec. 3 Where no chapter exists in a Congressional District, and where ten or more members reside in the district, the State Board of Directors shall assume responsibility for conducting the caucus and certifying the results.

ARTICLE X AMENDMENTS

Sec. 1 This constitution may be amended by a two-thirds vote at any State membership meeting at which a quorum is present. A proposed amendment shall be submitted to the membership at least ten (10) days before the meeting to which it will be referred.