

Constitution of Senate District 61 Republican Committee

March 19, 2022

Article I --Organization

Section 1. Name - The name of this organization shall be the Senate District 61 Republicans, the Basic Political Organization Unit (BPOU) 61, hereinafter referred to as "the BPOU."

Section 2. Jurisdiction - The jurisdiction of SD 61 shall be limited to the geographical area situated within the boundaries of Senate District 61 as determined by law.

Section 3. Purpose

- A. To elect endorsed Republican candidates or Republican candidates selected at a primary election to public office ; and
- B. To organize and maintain an effective and permanent BPOU, based on precincts and to maintain and keep current and accurate records of voters and financial contributors in the BPOU; and
- C. To identify and encourage potential Republican candidates in Senate District 61; and
- D. To administer the affairs of the Republican Party within the BPOU.

Section 4. Membership - The membership of this BPOU shall be composed of all citizens eligible to vote in Senate District 61 who wish to be affiliated with the Republican Party and who support the purposes and objectives of the National Republican Party.

Section 5 - Governing Authorities - The BPOU shall perform its duties subject to the direction of the Republican State Central Committee, the Republican State Executive Committee, the Fifth Congressional District Republican Committee, the State Republican Party Constitution and Bylaws, the Senate District 61 Constitution, the BPOU Convention, and applicable federal and state laws.

Article II --Officers of the BPOU

Section 1. Officers - The officers of the BPOU will be the Chair, a Deputy Chair, a Secretary, a Treasurer, and two (2) Vice Chairs of which one shall live in House District 61A and one shall live in House District 61B.

Section 2. Elections and Term of Office - They shall be elected to two year terms by the most recently elected precinct delegates and alternates who still reside in the precinct at the odd-year BPOU Convention. In the even-numbered year when reapportionment occurs, the BPOU Convention will elect these officers for a one year term.

Section 3. Chair - The Chair shall be the chief executive officer and shall conduct BPOU Full and Executive Committee meetings. The Chair shall appoint committees and the representative from the BPOU to the Fifth Congressional District Full Committee with the approval of the Executive Committee. The Chair shall coordinate the activities of the two Vice Chairs and shall be an ex-officio member of all BPOU committees.

Section 4. Deputy Chair - The Deputy Chair shall support and assist the Chair and conduct meetings of the Full and Executive Committee in the Chair's absence. The Deputy Chair shall perform such other duties as directed by the Full or Executive Committees.

Section 5. Secretary - The Secretary shall record and keep minutes of meetings, be responsible for written correspondence with the members of the Full and Executive Committee, and delegates and alternates to BPOU conventions and other correspondence that may be necessary. The Secretary shall perform such other duties as directed by the Full or Executive Committees.

Section 6. Treasurer - The Treasurer shall be responsible for all BPOU monies, keep financial records, disburse money as authorized by the Full Committee or the Executive Committee, prepare and submit all reports to the State of Minnesota as required by law, and in conjunction with the Executive Committee (as found in Article III, Section 5) submit an annual budget to the Full Committee.

A. All finance records may be reviewed at all meetings of the Full Committee or the Executive Committee.

B. After the BPOU Convention in each odd-numbered year, the Executive Committee shall designate the financial institution to be used as a depository of BPOU funds. After the BPOU Convention in a year when there is reapportionment, the Executive Committee will designate the financial institution to be used for that year.

C. All financial institutional signature cards shall be signed by the BPOU Chair and the Treasurer.

D. The Treasurer shall use a written check or a debit card for all disbursement of BPOU funds. If the Treasurer is not available to make disbursements, the disbursements will be made by the BPOU Chair.

E. All funds coming to the BPOU from sources permitted by law shall be deposited in the BPOU's account(s).

Section 7. House District Vice Chairs - The two Vice Chairs from HD61A and HD 61B shall be responsible for communicating with the precinct officers in the precincts in their respective House Districts. The Vice Chairs shall work with the precinct officers to help the precinct officers carry out their duties including assisting Republican endorsed candidates running for (re)election, finding and recruiting more Republicans to work in the precinct, assist with door knocking and communicating with residents in their precinct. The Vice Chairs shall identify those precincts where the precinct officer(s) are not active or have resigned and help recruit new precinct officers as outlined in Article III, Section 7B.

Article III --Governance of the BPOU

Section 1. Full Committee of the BPOU - The Senate District 61 Full Committee shall have charge of the administrative duties of the BPOU, unless otherwise assigned to the Executive Committee, subject to the direction and control of the BPOU convention.

Section 2. Membership in the Full Committee - The Full Committee shall be composed of the BPOU Chair, Deputy Chair, Secretary, Treasurer, all precinct chairs or their appointed representatives, two (2) Vice Chairs of which one shall be elected by the delegates and seated alternates from House District 61A and one shall be elected by the delegates and seated alternates from House District 61B, the immediate past Chair of the BPOU, and all elected Republican officials residing within the boundaries of the BPOU. Any member holding more than one position shall be limited to one vote.

Section 3. Meetings of the Full Committee

A. The Full Committee shall meet at least quarterly unless the Full Committee decides otherwise. The BPOU Chair shall preside over all meetings and in the absence of the chair, the Deputy Chair shall preside. Written notice in the form of mail, email, text messaging of each meeting shall be received by all members of the Full Committee at least five (5) days before the meeting. Seven (7) members of the Committee may call a meeting of the Full Committee by giving five (5) days notice to all members in the form described above. Special Full Committee meetings may be called by the BPOU Chair with two (2) days written notice in the form described above to be received by all members.

B. A quorum shall be 20% of the members of the Full Committee in order to transact BPOU business.

C. Republican elected officials shall be encouraged to attend Full Committee meetings. Because their attendance at these meetings is not required, their position shall not be included in the quorum count.

Section 4. Executive Committee - There shall be an Executive Committee composed of the four BPOU officers, the immediate past Chair, and the two Vice Chairs. The BPOU chair shall preside over all Executive Committee meetings and in the absence of the chair, the Deputy Chair shall preside.

Section 5. Duties of the Executive Committee - The Executive Committee shall have the responsibility for managing the BPOU when the Full Committee is not meeting. In December of each year, the Executive Committee shall prepare a yearly budget and shall develop a yearly plan to implement party activities and present that budget and plan to the Full Committee for amendment and approval in January of each year.

Section 6. Meeting of the Executive Committee - The Executive Committee shall meet monthly. Written notice in the form of mail, email, text messaging of each meeting shall be received by all members of the Executive Committee at least five (5) days before the meeting. Special Executive Committee meetings may be called by the BPOU Chair with two (2) days written notice in the form described above to be received by all members.

A quorum for all Executive Committee meetings will consist of a majority of the members of the Executive Committee.

Section 7. Filling of Vacancies and Removal from Office

A. If a BPOU officer resigns, ceases to reside in the Senate or House District from which the officer was elected; or otherwise vacates any of the offices as defined in Section 2 of this Article, the Full Committee shall elect a replacement for the balance of that officer's unexpired term at the next special or regular meeting following the announcement of the vacancy. If the Full Committee fails to elect a replacement, the Executive Committee shall make the replacement.

B. Vacancies in precinct offices may be filled by appointment of the Executive Committee or, if so directed, by the elected delegates and alternates elected at the most recent precinct caucus.

C. An officer, Vice Chair, or the immediate past Chair of the Full Committee may be removed from office by a two-thirds vote of the seated members at any meeting of the Full Committee, provided that the person considered for removal has been furnished with a written notice of the charges that may warrant removal at least fourteen (14) days prior to the meeting of the Full Committee. Further, the person considered for removal shall be entitled to respond to these charges in person or in writing prior to the vote to remove.

D. If a member of the Full Committee, other than precinct chairs, is absent without cause from more than three (3) consecutive meetings, this person shall be subject to the removal provision outlined in Section 7,C of this Article. If precinct chairs or their appointed representative are absent without cause from more than three (3) consecutive meetings, the BPOU Chair in conjunction with the House District Vice Chair in which the precinct is located should consult with the precinct chair and ask if the precinct chair or the chair's representative wants to resign from the Full Committee. If the representative wants to resign, the Precinct Chair shall appoint a new representative. If the Precinct Chair wants to resign, the position shall be filled according to the provisions of Section 7, B of this Article.

E. It is the duty of all Full Committee members to support Republican endorsed candidates. Should any member of the Full Committee actively and/or publicly campaign against a Republican endorsed candidate, that member may be removed from the Full Committee in accordance with this Article.

Section 8. Robert's Rules of Order - The most recent issue of "Robert's Rules of Order, Revised: shall govern the proceedings of all meeting of the Full and Executive Committees and all BPOU Conventions.

Article IV --BPOU Conventions

Section 1. Call, Time and Place of Annual and Special BPOU Conventions

A. A BPOU Convention shall be held each year during the period and for the purposes designated by the Republican State Executive Committee, the Republican State Central Committee, or the Fifth Congressional District Committee.

The time and place of these conventions shall be determined by the Full or Executive Committee.

B. Special BPOU Conventions shall be held at the call of the aforementioned groups, or at the direction of the majority of the Executive Committee.

C. The call for all Conventions must be provided by a minimum of ten days written notice in the form of mail, email, text messaging and shall be given to each precinct delegate and alternate except as otherwise provided in this Constitution.

Section 2. Delegates and Alternates to the Conventions - The BPOU Convention shall be composed of delegates and alternates elected at the most recent Republican Party precinct caucuses held within Senate District 61 and who are presently residing in the precinct that elected them. The Credentials Committee shall seat all duly elected delegates of each precinct who are present. In the event no delegates are present from a precinct, the Credentials Committee shall seat elected alternates from that precinct. Vacancies shall be filled according to the following procedure after the adoption of the preliminary Credentials Committee report and after the adoption of the rules detailing the seating of alternates.

A. The precinct chair shall appoint alternates in place of delegates who are not present. If the precinct had established a rank order of the alternates to be appointed as delegates, the precinct chair will follow the rank order in the appointment of alternates.

B. If the precinct chair is not present, the majority of delegates from that precinct shall proceed to fill the vacancies. If there is no majority opinion of the delegates from that precinct or if no delegates are present, the Credentials Committee shall fill the vacancies in that precinct. If there is a rank order of the alternates, then the majority of the delegates from that precinct or the Credentials Committee shall follow the rank order to fill the delegate vacancies.

C. If a precinct has any vacancies which cannot be filled by an alternate from the same precinct, the vacancy will remain.

D. There shall be no cross-seating of delegates or alternates between precincts.

Section 3. Endorsement of Legislative Candidates - Endorsement of candidates for the State Legislature shall be conducted at the BPOU Convention referred to in Section 1 of this Article. Candidates for the State Legislature in the BPOU may be endorsed only at Conventions in which the call for the Convention states that one of the purposes of the Convention is to endorse such candidates. A Special BPOU Endorsement Convention may be called by the BPOU Chair, or at the direction of the majority of the Executive Committee if no candidates were endorsed at the regular BPOU Convention. The Special BPOU Endorsement Convention shall be held for the sole purpose of endorsing candidates for the State Legislature. When a Special Endorsement Convention is called, written notice in the form of mail, email, text messaging shall be given to all delegates and alternates not less than five (5) days prior to the convention.

A. The BPOU Convention may endorse a candidate for the office of State Senator and candidates for State House Districts 61A or 61B. In such case, the Convention may recess after the endorsement for State Senator and hold separate Conventions in each of the State House Districts. After the House District

conventions have concluded, the BPOU Convention will reconvene and conduct its remaining business.

B. At any Endorsing Convention a motion to endorse for each Legislative seat must be made and carried by a majority vote of the delegates and seated alternates in that Legislative District before the endorsement process begins.

C. Endorsement shall be by sixty (60) percent or more vote and vote shall be greater than or equal to at least a majority of the registered delegates and seated alternates in that Legislative District at the convention as established by the final report of the credentials committee.

Section 4. Election of BPOU Officers

A. A Nominating Committee shall be appointed by the BPOU Executive Committee in advance of all BPOU conventions for the purpose of compiling names of candidates who wish to run for the various positions to be voted on at the BPOU convention. The Nomination Committee shall screen candidates for BPOU and Legislative District offices, delegates to the State Republican and Fifth District Republican conventions, delegates and alternates to the Republican State Central Committee, candidates seeking endorsement to SD 61 Legislature and make recommendations to the BPOU convention.

B. In each even-numbered year, the BPOU Convention shall elect delegates and alternates to the Republican State and Fifth Congressional District Conventions as prescribed by the State Republican Constitution and Bylaw. Alternates to the two Conventions shall be ranked for seating purposes. The BPOU Convention will also consider resolutions to the State Republican platform, and may endorse candidates for the State legislature in SD 61. In even-number years when reapportionment occurs, the BPOU Convention must also approve a new Constitution for the BPOU and elect, for one year, the BPOU officers listed in Article II, Section 1.

C. In each odd-numbered year, the BPOU Convention delegates and alternates shall elect the BPOU officers as listed in Article II, Section 1, elect delegates and alternates to the Republican State Central Committee, and consider changes to the BOPU's Constitution.

Article VI --Precincts

Section 1. Election of Precinct Officers - Officers of each precinct shall consist of a Chair, Vice Chair and a Secretary, elected for a two year term at the even-numbered year Party Caucuses, in compliance with State Statutes. In the event that a precinct fails to elect the officers at that caucus, the BPOU Executive Committee will fill vacancies as outlined in Article III, Section 7B.

Article VII --Dissolution

Section 1. In the event that State Legislative District lines are redrawn, the Full

Committee shall have the power to dissolve the BPOU by a majority vote.

Article VIII --Amendments

Section 1. This Constitution may be amended by a two-thirds' majority vote of the delegates and seated alternates present at any BPOU Convention, provided that the proposed amendment be first referred to the Constitution Committee which has been appointed by the BPOU Executive Committee and the Constitution Committee makes a recommendation to the BPOU Convention. The Official Call for the BPOU Convention must indicate that Constitutional amendments will be considered.