**THE CONSTITUTION OF THE FIRST CONGRESSIONAL DISTRICT**
**REPUBLICAN PARTY OF MINNESOTA**

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## Article I - Name and Purpose

**Section 1 - Name**

The name of this organization is the First Congressional District (hereinafter referred to as the "First District") Republican Party of Minnesota, (hereinafter referred to as the "RPM")

**Section 2 - Purpose**

The District's purpose shall be the following:

A. To manage the affairs of the Republican Party within the First District according to law, the Constitution of the Republican Party of Minnesota, and this constitution.

B. To secure the election of a Republican Member of Congress, and assisting Candidate Search Committees in recruiting candidates for public office within the First District.

C. To coordinate and assist campaigns for the election of Republican candidates for public office in the upcoming election as have been endorsed by any Republican Endorsing Conventions within the First District, or otherwise designated as the endorsed Republican candidate.

D. To cooperate with and coordinate the activities of the Basic Political Organizational Unit (hereinafter referred to as “BPOU”) committees within the First District in their effort to expand the membership of the Republican Party, and

E. To serve as maintaining liaison between the BPOUs and the RPM.

## Article II - Central Committee

**Section 1 - Membership**

A. Members of the First District Central Committee (hereinafter referred to as the "Central Committee"), shall live within the County they were elected to represent..

B. The Central Committee shall be comprised of two (2) delegates, or their respective alternates, from each First District BPOU, as designated by the BPOU Executive Committee; or their constitution.

C. Members of the Central Committee shall also include the members of the First District Executive Committee and the National Committeeman and Committeewoman (if residents of the First District).

D. Members of the Central Committee shall also include a single designated representative from any RPM designated affiliate organization or their chapters functioning within the district, if the district

Executive Committee determines the affiliate organization qualifies for representation. Qualification is based upon receipt by the Executive Committee of an annual report showing that members are involved in meetings, campaigns, fundraising, and conventions and that the active membership exceeds 10 persons.

**Section 2 - Meetings, Powers and Quorum**

A. Committee Meetings

(1) Regular Committee Meetings The Central Committee shall meet at least once per quarter each calendar year. These meetings shall be called by the Chair of the District, or by any five (5) members of the Executive Committee, or by any ten (10) members of the Central Committee, with no less than ten (10) days advance notice, mailed either through the United States Postal Service or email to a last known valid email address, (hereinafter referred to as "Mailed") to all members of the Central Committee. NOTE: The United States Postal Service must be used to deliver notifications to those members who do not have, or choose not to use e-mail.

(2) Special Committee Meetings If the Central Committee is required to call a special convention in accordance with Article V, Section 2, the Chair of the District shall issue a call for a meeting of the Central Committee within 2 days of either:

a. Notice of a special election for the First District seat in the U.S. House of Representatives in accordance with Minnesota statute or

b. The declaration, in accordance with Minnesota statute, by the Secretary of State that someone other than the endorsed candidate won the Republican primary for the First District or the concession by all other candidates in the Republican primary if the outcome of all losing candidates conceding means there will be no endorsed Republican candidate for the First District on the ballot in the general election. Notice for the special Central Committee meeting shall be provided by the same means as regular Central Committee meetings except that at least a five (5) day but no more than a fourteen (14) day notice shall be provided for the meeting.

B. The Central Committee shall manage the affairs of the First District, create a plan to meet the established purposes of this organization, prepare an annual operational budget and decide how to disperse funds or resources to Republican candidates. The Central Committee shall also assist BPOUs in

organizing precincts, caucuses, conventions, fairs, events, and candidate recruiting and effective campaigns.

C. A quorum of the Central Committee is required to conduct business. A quorum is defined as at least one (1) delegate, or their respective alternate, present from at least one-half (1/2) of the BPOUs of the First District. In the case of a meeting called for the purpose of removing an elected officer it shall be two-thirds (2/3) of the BPOUs. Members of the Executive Committee and representatives from RPM designated affiliate organizations are not to be considered when determining a Central Committee quorum.

D. The Central Committee shall elect an Alternate from its members to the RPM State Executive Committee at the first Central Committee meeting following the district convention in the odd numbered years.

## Article III- Executive Committee

**Section 1 - Membership**

A. The Executive Committee shall consist of First District Officers, and one (1) delegate, or their respective alternate, from each Senate District wholly or partly within the First District. All Executive Committee members shall reside in the First District for First District Officers, or in the Senate District they were elected to represent for Senate District delegates.

B. Senate District delegates and alternates shall be chosen for a two-year (2-year) term in odd numbered years at the First District Convention by a caucus of delegates from that Senate District, if no provisions exist within that Senate District to elect those representatives.

C. If a vacancy exists in both the delegate and alternate position and no provision exists within that Senate District to fill those positions, one of the following methods shall be used to fill the vacancy:

(1) the District Chair shall notify all BPOU Chairs within that Senate District of the vacancy and request nominations be submitted to the next meeting of the Central Committee, who will appoint the replacements, or

(2) These positions may be filled at any First District Convention by a caucus of delegates from that Senate District.

**Section 2 - Meetings, Powers and Quorum.**

A. The Executive Committee shall meet as called by the Chair of the District or by the request of any five (5) members of the Executive Committee, with no less than five (5) days prior notice, mailed either through the United States Postal Service or e-mail (hereinafter referred to as "Mailed") to all members of the committee.

B. All Executive Committee meetings are open. Notice shall be Mailed no less than five (5) Days before the meeting to all Central Committee members, and any BPOU officer that has requested to be included on the mailing list.

C. Subject to the direction of the Central Committee, the Executive Committee shall conduct the affairs of this organization and has the authority to approve the expenditure of funds from the approved operational budget of the First District.

D. A quorum is required to conduct business and is defined as one-half (1/2) of the members of the Executive Committee.

E. The term of all appointees shall expire at the close of the First District convention in odd numbered years.

## Article IV – District Officers

**Section 1 - Officers**

A. The elected Officers of the First District shall be the Chair, Deputy Chair, Secretary, Treasurer, and State Executive Representative.

B. The terms of the elected Officers shall begin at the end of the District Convention in which the election occurs and shall expire at the end of the District Convention in the odd numbered year.

C. A Finance Vice-Chair and an Election Operations Vice-Chair, may be appointed by the Chair and approved by the Executive Committee to serve at the discretion of the Executive Committee.

D. The terms of appointed Vice-Chairs shall expire no later than the end of the District Convention in the odd numbered year.

**Section 2 - Duties**

A. The Chair shall be responsible for the affairs of the First District as prescribed by the Central Committee and this Constitution, when not in conflict with law or the Constitution of the Republican Party of Minnesota. The Chair shall conduct the meetings of the Executive and Central Committee and oversee

all arrangements for conventions and other First District gatherings. The Chair shall appropriately supervise Officers in the performance of their duties. The Chair shall have the authority to investigate the malfeasance or nonfeasance of any First District Officer and shall take such actions as are necessary to see that the important, essential and legally required duties of any Officer are faithfully discharged until a properly convened Executive Committee or Central Committee meeting considers the situation and potential removal of said Officer.

B. 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 Central Committee.

C. The Secretary shall prepare and mail notices of, and shall record minutes of, all meetings of the Executive and Central Committees of the First District and be responsible for duties as may be assigned by the Central Committee.

D. The Treasurer shall exercise proper fiduciary responsibility in maintaining the funds of the First District, shall prepare reports as may be required by the Central Committee, shall file necessary reports to state and federal agencies as required by law and be responsible for duties as may be assigned by the Central Committee.

E. The State Executive Representative is the First District member on the RPM State Executive Committee and shall attend those monthly meetings and shall prepare reports as may be required by the Central Committee.

F. The Finance Vice-Chair shall assist the Chair in developing fundraising plans for the First District fundraising events, lead fundraising initiatives, contact donors and solicit the donation of funds for the First District. The Finance Vice-Chair shall be responsible for the duties as may be assigned by the Central Committee.

G. The Election Operations Vice-Chair shall support endorsed Republican Candidates in the First District by coordinating campaign events, organizing the distribution of campaign materials, and facilitating phone bank operations. The Election Operations Vice-Chair shall be responsible for duties as may be assigned by the Central Committee.

H. No Candidate seeking endorsement for, nor an endorsed candidate for First Congressional District Congress, nor an elected official of a partisan office shall serve as an Officer of the First District.

**Section 3 - Vacancies**

A. If a vacancy exists in any elected office, other than the Chair, the chair shall appoint an acting officer, if necessary, to fill the position until the next meeting of the Central Committee. The meeting notice shall note the vacancy and request that an election be held at that meeting.

B. 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 Central Committee shall note the vacancy in the Chair's office requesting that an election be held at that meeting. If the Deputy Chair (Acting Chair) is elected as Chair, then the Central Committee may hold an election before the 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.

C. The appointment made by the Central Committee shall serve for the balance of the unexpired term.

**Section 4 - Elections**

The Central Committee shall appoint a Nominating Committee made up of one (1) representative from each Senate District, including a convener, for the purpose of preparing a report of all candidates seeking election to the elected offices of the First District at a First District Convention being held in the odd numbered year. The committee, once organized, shall serve notice to all BPOU's of said election, and may recruit qualified candidates. Their report to the convention shall include the names of all candidates, the office they are seeking, and an opinion of "qualified" or "unqualified" for each candidate. The committee shall stop accepting names of candidates one hour after the time specified in the official call to start the convention. Nominations shall be allowed from the floor of the convention. The committee shall prepare ballots for all contested offices.

**Section 5 - Removal of Officer**

Any elected Officer of the First District may be removed from office by a two-thirds (2/3) vote of the Central Committee at any duly called meeting when a preponderance of the evidence demonstrates in the opinion of said Committee that said Officer has had serious malfeasance or nonfeasance in the performance of the duties of said Office or said Committee believes that said Officer is no longer

physically or mentally capable of performing the duties of said Office, and, in either case, said Committee believes it is in the best interest of the First District that said Officer be removed from office.

## Article V – Conventions

**Section 1 - Regular Conventions**

A. The Central Committee shall determine the place of holding an annual First District convention within a range of dates as specified according to the Constitution and bylaws of the Minnesota Republican party.

B. During a First District convention held in the general election year, the convention shall consider whether to endorse a candidate for the First District. The requirement to consider endorsement shall not be construed to require that the convention endorse a candidate nor shall it limit the convention from considering other matters that may be properly brought before it.

C. During a convention in odd-numbered years, the convention shall consider the election of party officers and other matters properly brought before it.

**Section 2 - Special Conventions**

A. Special Election

(1) If a special election is called for the First District, the Central Committee shall call a special First District convention at a place and time selected by the Central Committee.

(2) This special convention shall consider whether to endorse a candidate for the First District. The requirement to consider endorsement shall not be construed to require that the convention endorse a candidate nor shall it limit the convention from considering other matters that may be properly brought before it.

B. Post Primary Endorsement

(1) If the First District endorsed a candidate before the primary but said endorsed candidate lost the primary or if the First District convention chose to not endorse a candidate before the primary, the Central Committee shall call a special Congressional District Convention at a time and place selected by the Central Committee.

(2) This special convention shall consider whether to endorse the winner of the First Congressional primary. The requirement to consider endorsement shall not be construed to require that

the Convention endorse a candidate nor shall it limit the convention from considering other matters that may be properly brought before it.

(3) If the post-primary special convention decides to endorse the primary winner, that candidate shall receive support from the party in the general election. If the convention decides not to endorse the candidate, the candidate shall not receive support from the party. The Chair of the District shall notify the Chair of the State Executive Committee that the First District convention declined to endorse the primary winner and said candidate shall not receive any support from the party.

## Article VI - Delegates to the State Central Committee

### Section 1 - BPOU District Delegates and Alternates

This section applies to each BPOU with at least one-fourth (1/4) of its precincts within the boundaries of the First District. BPOU delegate and alternate positions to the State Central Committee shall be elected at conventions held in odd-numbered years. There shall be three (3) alternate positions allocated for each delegate position. Delegate positions shall be apportioned as follows:

A. The delegate positions shall be allocated to the BPOUs on the basis of the Republican Gubernatorial or Presidential votes cast in the First Congressional District in the last general election. The total First District Republican votes cast for the gubernatorial or Presidential candidate shall be divided into the votes cast in the BPOU for the same candidate in order to find that BPOU's percent of total First District Republican vote. That percentage is then multiplied by the total number of delegate positions. The whole number, which results, disregarding fractions, shall be the primary delegate allocation to that BPOU.

B. Any BPOU which has zero (0) as the result of the computation in Section 1A above shall be allocated one (1) delegate position.

C. Any remaining delegate positions shall be allocated to the BPOU's with the largest fractional portions thereof, in descending order and which had at least one (1) delegate resulting from the computation in section 1A above.

### Section 2 - Filling the Delegation

The filling of the delegation for the State Central Committee shall be as follows:

A. If an insufficient number of delegates from any BPOU is present, the BPOU alternate shall first fill that delegate position.

B. Thereafter, all other alternates present shall have their seating order determined by lot, to be conducted by the District Chair, the Deputy Chair, or an acting Chair appointed by a caucus of the delegates present.

C. If a delegate or alternate from the delegation where the vacancy existed arrives, that delegate or alternate shall have the right to unseat any cross-seated alternate from another delegation.

## Article VII - Constitution

**Section 1 - Constitution Committee**

At least thirty (30) days prior to the First District convention in the odd numbered year, the Central Committee shall appoint a Constitution Committee with one (1) representative from each legislative Senate District in the First District, to serve through the end of the odd-numbered year convention. The First District Chair shall appoint, with the approval of the Central Committee, a Chair, who shall call a meeting to review this constitution and any amendment proposal received by the Chair.

**Section 2 - Amendments**

This constitution may-be amended by a majority vote at the First District Convention in the odd numbered year, provided that amendments have been reviewed by the Constitution Committee and are reported out of the committee by at least a Minority Report signed by at least three (3) committee members before they are presented to the convention for action.

**Section 3 - Effective Date**

All amendments shall become effective at the close of the convention in each odd-numbered year.