

2023

**SEVENTH CONGRESSIONAL DISTRICT REPUBLICAN PARTY OF MINNESOTA**

**CONSTITUTION**

**ARTICLE I: NAME**

**SECTION 1:** The name of the organization shall be the **Seventh Congressional District Republican Party of Minnesota.**

**SECTION 2:** The Seventh Congressional District shall be composed of the Basic Political Organizational Units (BPOUs) which are: the County, State Senate District and State House District Organization, located in whole, or in part, within the Seventh Congressional District boundaries.

**ARTICLE II: OBJECTIVES**

The objectives of the organization shall be to:

1. Promote the principles of the Republican Party within the Seventh Congressional District;
2. Manage the affairs of the Party within the District;
3. Expand membership and participation within the Party;
4. Schedule, hold and manage the annual Seventh Congressional District Convention; and to
5. Secure the election of an endorsed Republican Congressional candidate and other endorsed Republican officials by assisting the BPOU Committees within the District upon request, in conducting effective and coordinated financial and election campaigns.

**ARTICLE III: Membership**

**SECTION 1: Membership.** The membership of the Party shall be composed of all citizens eligible to vote in the Seventh Congressional District who wish to be affiliated with the Republican Party and support the purposes and 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 participate in any party caucus, primary, or convention wherein they are entitled to participate.

## ARTICLE IV: OFFICERS

**SECTION 1: Composition and Terms of Officers.** The Officers of the Seventh Congressional District Republican Party shall consist of a Chair, a Deputy Chair, the State Party Representative, a Treasurer, a Secretary, and six Vice-Chairs.

Officers shall serve for a term of two (2) years or until their successors have been elected.

**SECTION 2: Elected Officers and Eligibility.** These officers shall be elected at the Seventh District Convention held in odd-numbered years. Any member of the Republican Party who resides in the Seventh Congressional District shall be eligible to be elected, with the exception of current State Party Officers.

**A. Chair.** The Chair shall be the Chief Executive Officer within the District, having responsibility for providing the leadership and executive guidance for the District.

**B. Deputy Chair.** In the event of the Chair's absence or disability and during the period of a temporary vacancy pending election of his/her successor, the Deputy Chair shall perform all duties of the Chair.

**C. State Party Representative.** The State Party Representative shall represent the Seventh Congressional District on the State Executive Committee, and shall act as a liaison between the District Executive Committee and the State Executive Committee. In the event that he/she must be absent from a State Executive Committee meeting, the State Party Representative shall make a reasonable effort to inform the Seventh District Chair in advance so that the Chair may appoint a designee to serve at the meeting.

**D. Treasurer.** The Treasurer shall be responsible for all funds of the Seventh Congressional District Republican Party of Minnesota, and shall keep complete and accurate records and accounts of the receipts and disbursements of such funds. The Treasurer shall disburse, by debit card, credit card or check, such funds as authorized by the Seventh District Executive Committee. Checks shall be signed by either the Chair or the Treasurer. The books, records and accounts of the Treasurer shall be open for inspection by any member of the Seventh District Executive Committee at any reasonable time. The Treasurer shall submit at each Seventh District Executive Committee meeting, a detailed itemization of receipts and disbursements, and the balance on hand at the end of the period. An audit of the books, records and accounts of the Treasurer shall be made by a committee appointed by the Chair, and a report shall be presented at the Seventh District Convention.

**E. Secretary.** The Secretary shall keep the minutes of all Seventh District Executive Committee, and shall send out all notices of meetings.

**F. Vice-Chairs/Senate District Directors** The Seventh District Chair can appoint a Vice-Chair/Senate District Director to chair each ongoing Seventh District Committees as specified in the District Bylaws. [See Article II; Bylaws]

**SECTION 3: Required Leave of Absence.** Any Seventh Congressional District Officer seeking endorsement for the Seventh Congressional District U.S. House, US Senate, State Senate or State Legislative seat must take a leave of absence from his/her officer position. [See Article VII Form 2 Statement of Intent to Run for Office]

## ARTICLE V: EXECUTIVE COMMITTEE

**SECTION 1: Composition.** The Executive Committee shall consist of the following:

1. Seventh Congressional District Officers and Senate District Directors who reside within the Seventh Congressional District.
  
2. No individual may hold more than one seat on the Executive Committee.

**SECTION 2: Duties and Responsibilities.** The general responsibility of the Executive Committee is to ensure that the objectives of the Seventh Congressional District Republican Party (as stated in Article II) are accomplished. Specific duties and responsibilities of the various Executive Committee Officers are detailed in the Executive Committee Bylaws.

**SECTION 3: Meetings.** The Executive Committee shall hold at least six (6) meetings per calendar year. Meetings may be called by the Seventh District Chair or by any five (5) Officers of the Executive Committee. A meeting may be canceled by a majority vote of the members of the Executive Committee. In emergency situations, such as severe weather, the Chair may cancel and reschedule a meeting.

**SECTION 4: Quorum.** Seven (7) members shall constitute a quorum for the purpose of transacting the business of the Executive Committee.

**SECTION 5: Vacancies of Offices.**

- A. A vacancy shall occur upon the death or resignation of an Officer or Committee Member, if they no longer reside in 7th Congressional District or upon removal as specified in subsequent Section 6.
  
- B. A vacancy of office shall be filled by appointment of the Chair, subject to approval by two thirds (2/3) of the Executive Committee Officers, until the next election. In the event a vacancy occurs in the office of the Chair, the Deputy Chair shall become the new Chair. If an officer is unable to fulfill their duties, the Chair of the District may appoint someone from the current pool of Delegates/Alternates to finish the term.
  
- C. In the event a temporary vacancy occurs due to a leave of absence, the vacancy shall be filled by appointment of the Chair, subject to approval by two-thirds (2/3) of the Executive Committee Officers, until the absent Officer returns, or until the next election.
  
- D. In the event of a Senate District Director vacancy, it should be filled according to the Bylaws Article IV, Section 1.

**SECTION 6: Removals of Executive Committee Members.**

- A. Members of the Seventh Congressional District Executive Committee, may be removed for any of the following reasons: failure to the assigned duties of the office, actively or publicly supporting a candidate of an opposition party, including an independent candidate; or actively or publicly supporting any candidate opposing an endorsed Republican candidate.
  
- B. Any member of the Seventh Congressional District Executive Committee, may be removed, for cause, by a vote equal to two-thirds (2/3) of the members present at a Seventh Congressional District Executive Committee meeting, provided a quorum exists. If a Senate District Director is to be considered for removal the affected BPOU Chairs of the Senate District would also be allowed to be part of the voting bloc.

C. Notice of any proposal for removal of a member from the Seventh Congressional District Executive Committee, shall be included in the notice of the meeting. The individual concerned shall be personally served with a detailed statement of the charges against him/her at least ten (10) days prior to such a meeting, and he/she will have an opportunity to speak before the voting body prior to a vote being taken for his/her removal.

## **ARTICLE VI: SENATE DISTRICT ORGANIZATION**

**SECTION 1: Senate District Purpose.** It shall be the purpose of each Senate District to conduct an endorsing convention for its appropriate State House and State Senate District. These are the only stated purposes of the Senate Districts and its Conventions.

**SECTION 2: Composition.** Senate Districts and their Directors exist in Seventh Congressional District by the authority expressed herein by Seventh Congressional District and its Constitution and By-Laws, and said Senate Districts and their Directors are totally and completely subject to oversight of the Seventh Congressional District Executive Committee and the BPOU Chairs of such Senate District.

**SECTION 3: Election of Directors.** Senate District Directors shall be elected at Senate District Endorsing Conventions. A Senate District may also elect a representative Co-director; however, such district will have only one vote on the Executive Committee.

**SECTION 4: Senate District Limitations.** Any Senate District within the boundaries of Seventh Congressional District has only the authority expressed herein to conduct endorsing conventions. It has no authority either express or implied to perform any of the duties or responsibilities of any BPOU in whole or in part within its Senate District boundaries. The Senate District will not keep a permanent treasurer, and will perform no fundraising except to charge a fee to attend its Senate District endorsing convention. The Senate Districts will not donate to or fundraise for the benefit of any candidate.

## **ARTICLE VII: STATE CENTRAL DELEGATES**

**SECTION 1: Allocation.** The Seventh Congressional District's allocation of Delegate positions to the State Central Committee shall be allotted on the basis of one Delegate to each BPOU which has at least seventy-five percent (75%) of its population within the Seventh District. The additional Delegates shall be allotted to the BPOUs according to the formula used throughout the State based on the number of Republican votes cast at the last general election for President or Governor. Any partial BPOU which has less than seventy-five percent (75%) of its population within the Seventh District will receive one State Central Delegate if the number of Republican votes cast in the last election exceeds fifty percent (50%) of the required amount per Delegate as specified by the State formula. It shall be the responsibility of the Seventh District Chair to make appropriate allocations of Delegate strength to the BPOUs immediately following the release of the District's allocation from the State. The Chair shall notify each BPOU of all allotments of State Central Delegates before the BPOU Conventions.

**SECTION 2: Election of Delegates and Alternate Delegates.** The Delegate and Alternate Delegate positions allotted to each BPOU shall be elected by the individual BPOU in the manner provided for in the BPOU's Constitution (or under a procedure established by the BPOU Committee). A triple set of Alternate Delegates may be elected.

**SECTION 3: Cross-seating.** At State Central Committee meetings, absent Delegate positions shall be filled by duly elected Alternate Delegates from that BPOU. In the event both the Delegate(s) and Alternate Delegate(s) from a BPOU are absent, the Seventh District Chair (or a designated representative) shall fill the position(s) for that meeting by using the vote totals from the proceeding presidential or gubernatorial election. The county with the most votes will be seated first in descending order to the last county. If there are more to be seated, begin at the county with the most votes and repeat the same process.

**SECTION 4: Delegate Seating.** State Central Committee Delegates, upon being registered, shall be seated any time they arrive.

### **ARTICLE VIII: CONVENTIONS**

**SECTION 1: Frequency and Calls.** Seventh Congressional District Conventions shall be held annually at the call of the State Executive Committee, the State Central Committee, or the Seventh District Executive Committee. The official call shall be at least ten (10) days prior to the Convention.

**SECTION 2: Location.** The location for holding the Seventh Congressional District Conventions shall be determined by the Seventh District Executive Committee.

**SECTION 3: Business.** Seventh 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 4: Endorsement.** A candidate for the Seventh Congressional District U.S. House seat may be granted pre-primary endorsement by the Seventh Congressional District Convention if they receive a sixty percent (60%) vote of the Convention and if the 60% is greater than or equal to at least a majority of the registered Delegates and seated Alternates as established by the last report of the Credentials Committee preceding such vote. The candidate, prior to being considered for pre-primary endorsement, must agree to seek office as a Republican.

**SECTION 5: Composition.** Seventh Congressional District Conventions shall be composed of the following:

- A. Delegates and/or seated Alternate Delegates from each BPOU who have been elected at their Conventions.
- B. One Delegate or seated Alternate Delegate elected from each chapter (of ten or more members) of any Affiliate organized within the Seventh Congressional District and recognized by the State Party. Such designee must be of voting age in the next general election.

**SECTION 6: Election and Terms of Delegates and Alternate Delegates.**

- A. All Seventh Congressional District Delegates and Alternate Delegates shall be elected in general election years and shall hold office until their successors are elected.
- B. A BPOU may elect up to twice as many Alternate Delegates as the number of Delegates.

**SECTION 7: Duties of Delegates and Alternates**

- A. Attendance at all Conventions.
- B. Support the Party financially when possible.
- C. Support the endorsed Republican candidate by participating in such things as door knocking, literature drops, placement of signs, work at the fair booths or writing letters to the editor.
- D. Support the Republican Party, its principles, and its endorsed candidates.

**SECTION 8: Seating of Alternate Delegates.** The first order of business of the Seventh Congressional District Convention shall be the seating of Alternate Delegates. The permanent voting roll of the Convention shall be comprised of the Delegates from each BPOU. In the absence of a Delegate, a registered Alternate Delegate shall be seated according to the BPOU Constitution or Bylaws. In the event that the BPOU Constitution or Bylaws do not provide for orderly seating of Alternate Delegates, their seated Delegates shall caucus to seat any duly elected Alternate Delegate(s) to fill the delegation. When a Delegate returns to the floor of the Convention, he or she shall be seated.

**SECTION 9: Convention Quorum.**

The quorum for any Seventh Congressional District Republicans convention shall be 30% of credentialed delegates present.

**SECTION 10: BPOU Representation.** The voting strength shall be determined by the number of Delegates and seated Alternate Delegates present at the time of a vote.

**SECTION 11: Convention Committees.**

A. Appointment of Convention Committees. Prior to the convening of any Seventh Congressional District Convention, the Seventh District Chair, with the approval of the Executive Committee, shall appoint Convention Committees from the Delegates and/or Alternate Delegates duly elected to the Convention. The composition shall be as prescribed in the Seventh District Bylaws for the following committees:

1. Convention and Arrangements Committee
2. Rules Committee
3. Credentials Committee
4. Other committees as needed, i.e., Constitution and Bylaws, and Resolutions.

B. **Quorum of Convention Committees.** Thirty percent (30%) of the authorized voting strength of any committee shall constitute a quorum.

**SECTION 12 : Endorsement Pledge Agreement.** All candidates for the Seventh Congressional District U.S. House seat shall be asked to sign an Endorsement Pledge Agreement in which they agree to abide by the endorsement of the Seventh Congressional District Convention. [See Bylaws Article VII: Misc. Form 3]

**SECTION 13: Endorsed Candidate Support.** Upon endorsement of a candidate for the Seventh Congressional District U.S. House seat, the Executive Committee may provide such candidate with financial support and other Party resources as allowed per the Federal Election Commission and the Minnesota Campaign Finance and Public Disclosure Board. These resources may include, but not be limited to: lists of BPOU officers, District Central Committee Members and major donors; Voter I.D. and Get-Out-The-Vote lists; and computer software support, including computerized mailing lists and registered voter lists.

**SECTION 14: Post-primary Endorsement.** If a non-endorsed candidate wins the primary, the Seventh Congressional District Executive Committee shall meet within fifteen (15) days to determine whether the district shall endorse that candidate. The candidate must receive sixty percent (60%) of the vote of those attending the District Executive Committee Meeting. Only endorsed candidates are eligible to receive financial and other Party resources.

## **ARTICLE IX AMENDMENT OF CONSTITUTION**

This Constitution may be amended by a majority vote at any Seventh Congressional District Convention provided that any proposals for amendment shall have been referred to the Seventh Congressional District Constitution Committee at least ten (10) days prior to that Convention.

### **Article X BYLAWS**

**SECTION 1: Authority.** The Executive Committee shall operate under these Bylaws as authorized by this Article. The composition and duties of the various Seventh 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 take precedence.

**SECTION 2: Amendments.** The Bylaws may be amended by a majority vote of those present and voting at any regular Seventh District Executive Committee Meeting, or by a majority vote of any regular odd-year Convention, provided ten (10) days written notice has been given.

### **Article XI PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Seventh Congressional District Republican Party in all cases in which they are applicable and in which they are not inconsistent with this Congressional District Seven Republican Party of Minnesota Constitution, 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.

**ALL PROVISIONS OF THIS CONSTITUTION SHALL BECOME EFFECTIVE IMMEDIATELY UPON ADOPTION AT THE 2023 SEVENTH CONGRESSIONAL DISTRICT REPUBLICAN PARTY CONVENTION.**

**Amended and passed CD 7 Convention 03/25/2023**