

# REPUBLICAN PARTY OF MINNESOTA, 4TH CONGRESSIONAL DISTRICT CONSTITUTION

## PREAMBLE

*The Republican Party of Minnesota (hereinafter referred to as the "RPM") welcomes the participation of all Minnesotans who are concerned with the implementation of honest, efficient, responsive government. The Republican Party believes in the equality of all, as stated in the Declaration of Independence. Therefore, it is the party committed to equal representation and opportunity for all and preservation of the rights of each individual. The purpose of this Constitution is to ensure that the Republican Party provides for full participation with equal opportunity for all Minnesotans regardless of age, race, gender, religion, social status or economic status.*

## ARTICLE I NAME and OBJECTIVE

**SECTION 1. NAME:** *The name of this organization shall be the 4th Congressional District - Republican Party of Minnesota (Hereinafter referred to as the "4<sup>th</sup> District").*

**SECTION 2. OBJECTIVE:** *The object of the 4<sup>th</sup> District shall be to elect Republican endorsed candidates to public office and promote the RPM philosophy. The 4<sup>th</sup> District will manage its affairs in accordance with this Constitution, the RPM Constitution, and the Constitution and laws of the state of Minnesota and the United States of America.*

## ARTICLE II 4<sup>TH</sup> DISTRICT ORGANIZATION

**SECTION 1. OFFICERS:** *The officers of the 4<sup>th</sup> District shall include a Chair, a Deputy Chair, a State Executive Vice-Chair, a Secretary, a Treasurer, a Deputy Treasurer, and six (6) Vice Chairs. These officers shall be elected at the 4<sup>th</sup> District Convention held in odd-numbered years, except that the Treasurer, the Deputy Treasurer, and the Director of Computer Services shall be appointed, not elected. The officers shall perform such duties as are prescribed by the Bylaws and such other duties as are usually incident to the office. The term of office shall be for two (2) years. No person shall hold the same office for more than two (2) consecutive terms except Treasurer, Deputy Treasurer and State Executive Vice Chair.*

- a. *Chair: Shall serve as Chair of the 4<sup>th</sup> District, Executive and Full Committees, and shall preside over the meetings. In the event of absence, death, disability, resignation, or removal, the Deputy Chair shall assume the duties, until the Chair is able to resume the duties of Chair, or in the event of a vacancy of office, until the Full Committee elects a replacement. The Chair shall be an ex-officio Delegate to the State Central Committee (RPM Constitution, Article IX, Section 1.B).*
- b. *Deputy Chair: Shall assist in the duties and responsibilities of the Chair, and have such specific duties as may from time to time be designated by the Chair, Executive Committee, or Full Committee. The Deputy Chair shall be an ex-officio Delegate to the State Central Committee. (RPM Constitution, Article IX, Section 1.B).*
- c. *Secretary: Shall keep accurate minutes of all conventions and committee meetings, the record of attendance of the members and give notice to the members of all regular and special meetings. The Secretary shall also maintain permanent records of all transactions of the 4<sup>th</sup> District.*
- d. *Six (6) Vice Chairs: Shall have such specific duties as may from time to time be designated by the Chair, Executive Committee, or Full Committee. The Vice Chairs shall be ranked 1 through 6, based on the votes cast for election of the office of vice chair. All vice chairs shall be elected on one ballot.*

- e. *State Executive Vice Chair: Shall represent the 4<sup>th</sup> District at the meetings of the State Executive Committee. In the absence, or in the event of the death, disability, resignation, removal, or leave of absence of the State Executive Vice Chair, the Chair shall assume the duties, until the State Executive Vice Chair is able to resume his / her duties, or until the Full Committee elects a replacement. The State Executive Vice Chair shall be the At-Large Delegate to the State Central Committee. (RPM Constitution, Article IX, Section 1.B).*
- f. *Treasurer: Shall be the custodian of the funds of the 4th District – Republican Party of Minnesota, provide an annual report and such other reports as requested by the Chair, the Executive Committee, and the Full Committee, and make proper filings as required by law. The Treasurer shall be appointed by the Chair and approved by a majority vote of the Full Committee.*
- g. *Deputy Treasurer: Shall assist the Treasurer in the duties specified in (f).*

**SECTION 2. 4th DISTRICT ORGANIZATION:** *The Basic Unit of the 4<sup>th</sup> District shall be the Basic Political Organizational Unit (hereinafter referred to as “BPOU”), organized by House or Senate Districts, which shall be organized in accordance with the RPM State Constitution, ARTICLE XI, titled “Basic Political Organizational Unit Administration,” and this 4th District Constitution.*

**SECTION 3. EXECUTIVE COMMITTEE:** *The Executive Committee shall be composed of the following people:*

- a. *The 4<sup>th</sup> District Officers*
- b. *The 4<sup>th</sup> District Finance Director*
- c. *The 4<sup>th</sup> District Director of Computer Services*

**SECTION 4. FULL COMMITTEE:** *The Full Committee shall consist of the following residents of the 4<sup>th</sup> District:*

- a. *The 4<sup>th</sup> District Executive Committee.*
- b. *Each BPOU shall designate four (4) members of their Executive Committee from each House District area and forward the names, addresses and email to the 4th District.*
- c. *Where a BPOU does not have four (4) members of their Executive Committee from each House District area that reside in the 4<sup>th</sup> District, the BPOU shall designate a Delegate or Alternate to the 4<sup>th</sup> District as a representative to the 4<sup>th</sup> District Full Committee.*
- d. *The Chairs of the city organizations created under Articles IV and V.*
- e. *One representative from each Party affiliate elected by a vote of the 4<sup>th</sup> District members of the affiliate (See Article VI, Section 2).*
- f. *Once the Full Committee is established, any member that is unable to attend a Full Committee meeting may designate any member of the BPOU Executive Committee, or a Delegate, or an Alternate to the 4<sup>th</sup> District from their House District, to attend in their place.*

**SECTION 5. STANDING COMMITTEES:** *Other than the Constitution and Bylaws Committee, all other standing committees and their duties and membership shall be defined in the 4<sup>th</sup> District Bylaws.*

**SECTION 6. REAPPORTIONMENT:** *The 4<sup>th</sup> District shall implement a reapportionment plan according to the RPM Constitution.*

**SECTION 7. REMOVAL:** *Any 4<sup>th</sup> District Officer or any member of the Executive Committee may be removed by a two-thirds vote of the members present at a properly noticed meeting of the Full Committee.*

### **ARTICLE III SENATE DISTRICT COORDINATING COMMITTEE**

**SECTION 1. SENATE DISTRICT COORDINATING COMMITTEE:** *If a BPOU is organized by House District, the BPOU Chairs of each House District shall organize a Senate District Coordinating Committee. It shall have the responsibility to organize a candidate search for the office of State Senator and to assist in the campaign for State Senator.*

### **ARTICLE IV SAINT PAUL REPUBLICAN ORGANIZATION**

**SECTION 1. TITLE:** *There shall be established a Saint Paul Republican organization consisting of the Saint Paul Republican City Committee (hereinafter referred to as "City Committee").*

**SECTION 2. WARD CAUCUSES:** *A ward caucus may be held in odd-numbered years in each ward. Each person eligible to vote in the next city election in the ward who supports the principles and ideals of the Party shall be entitled to participate. Each caucus may pass resolutions.*

**SECTION 3. CITY COMMITTEE:** *The City Committee shall be composed of the City Committee officers and the delegates to the 4<sup>th</sup> District Convention who reside in the city. The City Committee officers shall include a Chair, a Deputy Chair, a Secretary, and a Treasurer. The Chair and Deputy Chair shall be elected in even-numbered years at a sub-convention following the 4<sup>th</sup> District Convention.*

**SECTION 4. CITY CONVENTION:** *A City Convention shall be held in each odd-numbered year at the call of the City Committee. The voting members shall be the 4<sup>th</sup> District delegates and seated alternates who reside in the city. The City Convention may consider endorsements for city-wide offices including Mayor and School Board. Endorsement for an office of less than city-wide scope may be made at a convention in accordance with RPM provisions for local elections.*

**SECTION 5. CONSTITUTION AND BYLAWS:** *The City Convention or the City Committee shall adopt an adequate Constitution and/or Bylaws which are not inconsistent with this Constitution, the RPM Constitution, and the Constitutions and laws of the State of Minnesota and the United States of America.*

**SECTION 6. GOVERNANCE:** *The City Convention shall be accountable to the 4<sup>th</sup> District for its operating activities. The 4<sup>th</sup> District shall establish adequate governance through the Bylaws and by resolution of the Full Committee.*

### **ARTICLE V OTHER CITY ORGANIZATIONS**

**SECTION 1. PURPOSE:** *Other cities which lie in whole or in part within the 4<sup>th</sup> District may establish Republican organizations for the purposes of:*

- a. *Finding qualified candidates for city offices and aiding their campaigns;*
- b. *Aiding campaigns for and against ballot questions; and*
- c. *Speaking on behalf of the city Republicans on city issues.*

**SECTION 2. CONSTITUTION AND BYLAWS:** *Each city organization shall adopt an adequate constitution and/or bylaws which are not inconsistent with this Constitution, the RPM Constitution, and the Constitutions and laws of the State of Minnesota and the United States of America.*

**SECTION 3. OFFICERS:** *Each city organization shall elect officers including at least a Chair, a Deputy Chair, a Secretary, and a Treasurer.*

**SECTION 4. CAUCUSES:** *City organizations shall caucus whenever required by the city charter. Each person eligible to vote at the next city election and who supports the Party philosophy shall be entitled to participate and to vote at such a caucus. Caucuses shall be held for the largest unit of political subdivision of the city. Each caucus shall elect officers and delegates to the city convention as provided in the city organization constitution and/or bylaws and may pass resolutions.*

**SECTION 5. CITY CONVENTIONS:** *City Conventions shall be held in each odd numbered year at the call of the city committee. The voting members shall be the delegates and seated alternates elected at all of the city caucuses. Alternates shall be seated only in the wards or political subdivisions from which they were elected.*

## **ARTICLE VI AFFILIATES**

**SECTION 1. RIGHTS OF AFFILIATED ORGANIZATIONS:** *The right of special organizations having Party affiliations to exist and carry on their activities as they see fit, consistent with the objects, platforms and principles of the Party is recognized. The organization of permanent local clubs and organizations or party members for the purpose of holding meetings and carrying on other activities supporting the Party and public welfare shall be permitted and encouraged. The activities of all such Party affiliates in the 4<sup>th</sup> District during election campaigns shall be coordinated with 4<sup>th</sup> District activities and subject to the direction of the 4<sup>th</sup> District Chair.*

**SECTION 2. SUBMISSIONS TO 4<sup>TH</sup> DISTRICT:** *Each affiliate carrying on activities in the 4<sup>th</sup> District shall submit a current list of officers and a copy of the minutes of the convention electing one representative to serve on the Full Committee and one delegate and one alternate to attend the 4<sup>th</sup> District Convention. The Full Committee representative and the delegate and alternate to the 4<sup>th</sup> District Convention must reside in the 4<sup>th</sup> District and be elected by the affiliate members that reside in the 4<sup>th</sup> District. An affiliate delegate or alternate shall not be a regular Party delegate or alternate. An affiliate failing to comply with one of these requirements will lose its voting privileges at the 4<sup>th</sup> District Convention or the Full Committee, whichever is applicable.*

## **ARTICLE VII 4TH DISTRICT CONVENTIONS**

**SECTION 1. CALL:** *A 4<sup>th</sup> District Convention shall be held annually at the call of the State Executive Committee, the State Central Committee or the 4<sup>th</sup> District Executive Committee and at such other times and for such other purposes as the committee calling the convention may determine. The location shall be determined by the 4<sup>th</sup> District Full Committee. Written calls shall be issued to all delegates and alternates at least ten (10) calendar days prior to the convention, except in the case of a post-primary endorsing convention, in which case the written call shall be issued at least five (5) calendar days prior to the convention.*

**SECTION 2. DELEGATES:** *The delegates and alternates to the 4<sup>th</sup> District Convention shall be:*

- a. *Delegates and alternates to the 4<sup>th</sup> District Convention elected at BPOU Conventions. The number of delegates each BPOU will be entitled to elect will be determined by the 4<sup>th</sup> District Executive Committee, provided that the basis of apportionment shall be uniform throughout the 4<sup>th</sup> District and shall be based upon the votes cast for the Republican candidate for governor in the last preceding*

*statewide general election, or, if such election was a presidential election, the votes cast for the Republican candidate for President.*

- b. One delegate and one alternate from each RPM affiliate who are residents of the 4<sup>th</sup> District elected at a 4<sup>th</sup> District caucus held by each RPM affiliate.*

**SECTION 3. BUSINESS:** *The 4<sup>th</sup> District Convention shall transact such business as is specified in the Call of the Convention and may transact such other business as a majority of the convention may determine.*

**SECTION 4. ENDORSEMENT:** *Any candidate for public office may be granted pre-primary endorsement by the 4<sup>th</sup> District Convention if the candidate receives a 60 percent 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. If the public office sought by the candidate is legally partisan, then the candidate must agree to seek the office as a Republican if the endorsement is received. When more than one such candidate is nominated for endorsement, none of them shall be voted upon separately.*

**SECTION 5. CONVENTION COMMITTEES:** *The Convention committees may include the Credentials, Arrangements, Rules, Nominations, and Platform Committees, which shall consist of a representative from each BPOU selected by the BPOU. All members of the convention committees must be 4<sup>th</sup> District Delegates or Alternates. The 4<sup>th</sup> District Chair shall appoint one member of each committee to serve as the committee chair. The 4<sup>th</sup> District Chair and Deputy Chair shall serve as ex-officio (non-voting) members of each respective committee with the exception of Nominations unless otherwise provided for herein or in the 4<sup>th</sup> District Bylaws.*

**SECTION 6. PLATFORM COMMITTEE.** *The Platform Committee shall consist of a representative from each BPOU selected by the BPOU. All members of the Platform Committee must be 4<sup>th</sup> District Delegates or Alternates. The 4<sup>th</sup> District Chair shall appoint one member of the committee to serve as the committee chair.*

- a. The Platform Committee shall meet in even-numbered years at the call of the 4<sup>th</sup> District Chair.*
- b. In even-numbered years, the Platform Committee shall review all of the resolutions passed at BPOU conventions. In accordance with the RPM Constitution, Article VI, Section 3, the committee shall determine which resolutions are new resolutions (i.e., address issues that are not addressed in the current permanent platform). The committee shall recommend to the 4<sup>th</sup> CD convention the following changes:
  - i. Adoption of the new resolutions identified by the committee;*
  - ii. Elimination of those resolutions that are no longer germane;*
  - iii. Combining those resolutions that are similar;*
  - iv. Clarifying those resolutions that are confusing;*
  - v. Reconsideration of those resolutions that are in conflict with other resolutions;*
  - vi. Any resolution submitted by at least 25% of BPOUs shall be considered.**

**SECTION 7.** *The 4<sup>th</sup> District Chair shall appoint the Convention Officers and personnel deemed necessary for the operation of the 4<sup>th</sup> District Convention.*

## **ARTICLE VIII CONVENTIONS FOR BPOU AND OTHER POLITICAL ORGANIZATIONS**

**SECTION 1: OTHER POLITICAL SUBDIVISION CONVENTIONS:** *An unorganized political subdivision convention may be held for the sole purpose of endorsement of a Republican Candidate, by either a joint call of the affected BPOUs, or by the 4<sup>th</sup> District Executive Committee, pursuant to the RPM Constitution, Article V.*

**SECTION 2. DELEGATES:** *Conventions shall be composed of the delegates elected at the most recent precinct caucuses as required by state law. Only those delegates residing within the political subdivision for which the convention was called shall receive the call. Refer to the RPM Constitution, Article VIII, Section 1.*

**SECTION 3. APPORTIONMENT OF DELEGATES:** *Refer to the RPM Constitution, Article VIII, Section 1.*

**SECTION 4. METHOD OF CALLING:**

- a. **CONVENTIONS FOR BPOU AND ANY POLITICAL SUBDIVISION WHOLLY WITH A BPOU:**  
*BPOU Conventions shall be held annually at the call of the State Executive Committee, the State Central Committee, the 4<sup>th</sup> District Executive Committee, or the BPOU Executive Committee, preceding the 4<sup>th</sup> District Convention. Special BPOU Conventions may be held at the call of the same committees at such time and for such purpose as the committee calling the convention may determine. BPOU Conventions shall be held at a place determined by the calling committee. Refer to the RPM Constitution, Article VIII, Section 2.*
- b. **CONVENTIONS FOR POLITICAL SUBDIVISIONS CROSSING BPOU LINES:**  
*When a political subdivision crosses BPOU lines but lies entirely within the 4<sup>th</sup> District, the 4<sup>th</sup> District Executive Committee or the political subdivision executive committee may issue the call for a convention, appoint a convener, and specify the proportionate delegate voting strength of the delegates from the BPOU'S involved.*
- c. **CONVENTIONS FOR BPOU'S OR OTHER POLITICAL SUBDIVISIONS PARTIALLY OUTSIDE THE 4<sup>TH</sup> DISTRICT:**  
*If any BPOU or other political subdivision crosses the 4<sup>th</sup> District lines, the State Executive Committee or the political subdivision executive committee may issue the call for an endorsing convention, appoint a convener, and specify the proportionate voting strength of the delegates from the BPOU'S involved.*
- d. **TIME OF CALL:**  
*Written calls shall be issued to all delegates and alternates at least ten calendar days prior to the convention, except in the case of a special endorsing convention in which case the call shall be issued at least five (5) calendar days prior to the convention. Refer to the RPM Constitution, Article V, Section B.*
- e. **LEGISLATIVE DISTRICT ENDORSING CONVENTION:**  
*If a legislative district endorsing convention has not been called six (6) weeks before filings close and a majority of the precinct chairs of the district request an endorsing convention, then the 4<sup>th</sup> District Chair shall issue the call for such a convention.*

**SECTION 5. ENDORSEMENT:** *Any candidate for public office may be granted pre-primary endorsement if the candidate receives a 60% vote of the convention as established by the last report of the credentials committee preceding such vote. If the public office sought is legally partisan, then the candidate must agree to seek the office as a Republican if the endorsement is received prior to being considered for pre-primary endorsement. Where only one candidate is nominated for endorsement, refer to the RPM Constitution, Article V, Section 3B3.*

**SECTION 6. STATE AND CONGRESSIONAL DISTRICT DELEGATES:** *Delegates and alternates to the RPM Convention shall be elected at a BPOU Convention held in even-numbered years. They shall also be the delegates and alternates to 4<sup>th</sup> District Conventions. If the BPOU Constitution so provides, BPOU Conventions may elect delegates and alternates annually for a term of one (1) year.*

**SECTION 7. CITY CONVENTIONS:** *Except for provisions mandated by the Party Constitution, no provisions of this Article shall apply to campaigns for city office, or to any city conventions within cities that have organizations formed pursuant to Articles IV and V.*

## **ARTICLE IX VACANCIES**

**SECTION 1. 4<sup>TH</sup> DISTRICT OFFICES:** *Any vacancy in a 4<sup>th</sup> District office shall be filled by the 4<sup>th</sup> District Full Committee within ninety (90) days from the date the vacancy occurs. If the 4<sup>th</sup> District Full Committee does not act within that time, then the 4<sup>th</sup> District Executive Committee shall fill the vacancy.*

**SECTION 2. STATE AND CONGRESSIONAL DISTRICT DELEGATES AND ALTERNATES, AND STATE CENTRAL DELEGATES AND ALTERNATES:** *A vacant delegate position shall be filled by the highest-ranking alternate from the BPOU. Remaining vacancies may be filled at a duly called BPOU Convention in the same manner as the original delegate or alternate was elected.*

## **ARTICLE X STATE CENTRAL DELEGATES**

**SECTION 1. ELECTIONS:** *State Central delegates and alternates shall be elected in odd-numbered years at BPOU Conventions. Each electing convention may elect up to three (3) alternates for each delegate it is allotted. They shall serve until their successors are elected. Only convention delegates residing within the 4<sup>th</sup> District shall be eligible to vote for State Central delegates and alternates.*

**SECTION 2. ALLOTMENT FORMULA:** *Delegates shall be allotted among the House Districts according to the House District's percentage of the 4<sup>th</sup> District Republican vote in the last general election for president or governor (rounded to the nearest 1/1000th of 1%). Delegate numbers of the House Districts shall be determined by the following formula:*

**DN = T x (H divided by F) where :**

- *DN = Delegate number to be used in Sections 3 and 4 below*
- *T = Total number of delegates allotted to the 4<sup>th</sup> District*
- *H = Republican vote in the last election for president or governor for that portion of the House District residing within the 4th District*
- *F = Republican vote for the entire 4th District in the last election for president or governor*

**SECTION 3. ALLOTMENT PROCEDURE:** *Delegates shall be allocated in the following order:*

- a. *Each House District is entitled to the number of delegates equal to the whole (non-fractional) part of its delegate number as calculated in Section 2 above.*
- b. *House Districts with a delegate number between .2500 and .9999 shall receive one delegate and be allocated no additional delegates based on the fractional part of its delegate number.*
- c. *The House District with the largest fractional delegate number shall receive the first remaining delegate. The House District with the second largest fractional delegate number shall receive the second remaining delegate. This procedure shall be repeated until all remaining delegates have been allocated.*

**SECTION 4. SEATING ALTERNATES:** *If any State Central delegate is absent at a State Central meeting, the delegate shall be replaced by the highest-ranking alternate from the same House District. If no alternates are present from an absent delegate's House District, then the seat shall be filled by the highest ranked unseated alternate available from other House Districts within the 4<sup>th</sup> District. The ranking procedure in Section 3.c above shall be used to rank the alternates. If this ranking procedure doesn't fill the available delegate seats, then the remaining seats will be filled by the highest ranked alternates from House Districts falling under Section 3.b.*

## **ARTICLE XI CONSTITUTION AND BYLAWS**

**SECTION 1. CONSTITUTION AND BYLAWS COMMITTEE:** *Immediately following the 4<sup>th</sup> District Convention in odd-numbered years, the 4<sup>th</sup> District Chair, with the approval of the 4<sup>th</sup> District Executive Committee, shall appoint a standing Constitution and Bylaws Committee and designate a chair. This committee shall meet from time to time at the call of its chair or the 4<sup>th</sup> District Chair, and shall continually review the provisions of this Constitution and Bylaws. This committee shall report to the 4<sup>th</sup> District Convention.*

**SECTION 2. AMENDMENTS TO THE CONSTITUTION:** *This constitution may be amended by a majority vote at any 4<sup>th</sup> District Convention, provided that any proposal for amendment shall be referred to the 4<sup>th</sup> District Constitution and Bylaws Committee and reported out of said committee by at least a minority report signed by three such committee members before it shall be submitted to the convention.*

**SECTION 3. BYLAWS:** *The 4<sup>th</sup> District Full Committee is authorized and empowered to adopt Bylaws not inconsistent with this Constitution, the RPM Constitution, or the Constitutions and laws of the State of Minnesota and the United States of America. The Bylaws may be amended by two-thirds vote at any 4<sup>th</sup> District Full Committee meeting after written notice of any proposal for amendment has been submitted with the notice of the meeting. Any proposal for amendment shall be referred to the 4<sup>th</sup> District Constitution and Bylaws Committee and reported out of said committee by at least a minority report signed by three such committee members before it shall be submitted to the meeting.*

**SECTION 4. Electronic Notice:** *Any official notice required by this constitution may be sent by any suitable electronic method, with details describing requirements and restrictions to be specified in the CD4 Republican Party Bylaws.*

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