

**Proposed Bylaws of the
Senate District 63 Republican Committee
March 19, 2022**

Article I Organization

Section 1. Name and Jurisdiction - The name of this organization shall be the Senate District 63 Republicans or Basic Political Organization Unit (BPOU) 63; herein-after referred to as SD 63.

Section 2. Jurisdiction - The jurisdiction of SD 63 shall be limited to the geographical area situated within the boundaries of Senate District 63 as determined by law.

Section 3. Purpose - The purpose of SD63 shall be:
A. To elect Republican endorsed candidates or Republican candidates selected at a primary election to office;
B. To create and maintain an effective and permanent SD63 organization based on political precincts and to maintain and keep current and accurate records of voters and financial contributors in SD 63; and
C. To support and implement the interests of the Republican Party in Minnesota in SD 63.

Section 4. Duties - It shall be the duties of SD 63:
A. To organize or cause to be organized the Senate District and each precinct or other voting unit within the Senate District boundaries;
B. To identify and encourage potential Republican candidates for public office;
C. To help coordinate the campaigns of and elect Republican endorsed candidates for the office of State Senator and State Representative from Senate District 63 and such other public officers as are elected exclusively by the residents of the Senate District; and
D. To carry out such duties as may be decided upon by the Senate District 63 Executive Committee.

Section 5. Governing Authorities - SD 63 shall perform the duties imposed on or reserved to it by: (a) Minnesota Statutes, (b) the Constitution and Bylaws of the Republican Party of Minnesota, (c) the Republican 5th Congressional District Constitution and/or Bylaws, and (d) its own Bylaws as set forth herein.

Article II Governance of SD 63

Section 1. SD 63 Executive Committee - The Executive Committee of SD 63 shall have charge of the administration of SD 63's affairs subject to the direction and control of the SD 63 convention.

Section 2. Membership - The SD 63 Executive Committee shall consist of the elected officers as described in Article III of these Bylaws, three (3) Republicans residing in SD 63 appointed by the Senate District Chair with concurrence of the Executive Committee, and the immediate past Senate District Chair.

Section 3. Termination of Membership - Membership on the SD 63 Executive Committee shall terminate when a member:

- A.** Submit's a written resignation;
- B.** Ceases to hold the office that qualifies him/her for membership;
- C.** Is inactive by not attending two (2) or more consecutive Executive Committee meetings without an excuse that has been approved by a majority of the Executive Committee present and voting;
- D.** Is found "non-performing" or "failing to cooperate" by a two-thirds (2/3) vote of the members present at an Executive Committee meeting where that item of business has been included in the written notice of the meeting;
- E.** Is found actively or publicly supporting a candidate of an opposition party or actively or publicly supporting a candidate opposing an endorsed Republican candidate by a two-thirds (2/3) vote of the members present at an Executive Committee meeting where that item of business has been included in the written notice of the meeting.
- F.** In both Article II, Section 3, D and E termination cases, the Executive Committee shall give notice of any proposal for removal in a written notice to all members of the Executive Committee. The individual concerned shall be provided with a statement of the charges not less than ten (10) days prior to such meeting, and shall be entitled to be heard in his/her own defense at the meeting considering his/her removal.

Section 4. Meetings - The SD 63 Executive Committee shall hold regular monthly meetings unless the Executive Committee decides otherwise. Written notice in the form of mail, email or text messaging of each meeting shall be received by all members of the Committee at least five (5) days before the meeting. Special meetings may be called by the Chair with three (3) day written notice in the form described above. Meetings shall be called by the Senate District Chair or upon the written request of fifty (50%) percent of the members of the Committee. A member of the Committee shall be entitled to only one (1) vote regardless of the number of positions held by that individual. A quorum shall consist of at least fifty (50%) percent of the members of the Committee. All meetings of the Committee shall be open to all known Republicans.

Section 5. Filling of Vacancies

A. In the event a Senate District officer: position was not filled at the Senate District convention; 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 3 of this Article, the Executive 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 such vacancy. The call for the meeting at which said election will be held shall be sent at least five (5) days prior to the meeting and shall specify the office(s) to be filled and the name(s) of any person(s) declaring their candidacy for such office(s).

B. During the interim period between vacancy and election of a replacement, the Executive Committee may appoint a temporary replacement. The Executive Committee shall, as promptly as possible, appoint a temporary replacement for the office of Treasurer in order to conduct the financial business of the Senate District as required by law.

Section 6. Meeting with Precinct Officers - The Executive Committee will be responsible for the training of precinct officers. The Committee may, from time to time, meet with the Precinct Chairs or other precinct officers to seek their advice; have them help in planning voter identification programs, getting out the vote, finding and electing candidates, and for any other purpose the Committee may have.

Article III Officers of SD 63

Section 1. Election - The Officers of SD 63 shall be a Chair, a Deputy Chair, two (2) House District Chairs, one (1) elected from each House District), four (4) House District Vice Chairs two (2) elected from each House District), a Secretary, and a Treasurer. They shall be elected at the Senate District 63 Convention in odd-numbered years and shall serve until resignation; removal from office; death; or until their successors are elected to office. When the results of the redistricting become effective in an even-numbered year, a special election shall be held at the first Senate District Convention after redistricting to elect officers to serve until the next regular odd-year Convention. A House District officer shall resign if he/she ceases to reside within the House District from which elected. Officers shall have the responsibilities and authority specified in these Bylaws.

Section 2. Chair -The Chair shall be the chief executive officer of the Senate District and shall preside at meetings of the Executive Committee. The Chair shall appoint all committees with the concurrence of the Executive Committee and shall be an ex-officio member of all committees. The

Chair shall have such other duties and responsibilities as are specified in these Bylaws, the Constitutions of the Fifth Congressional District and the Republican Party of Minnesota, or as the Executive Committee shall direct.

Section 3. Deputy Chair - The Deputy Chair shall support and assist the Chair, fill in for the Chair during the absence of the Chair, and assume the duties of the Chair if the Chair is unable to fulfill those duties, until such time as the Chair is able to fulfill those duties or is replaced. The Deputy Chair shall perform such other duties as directed by the Executive Committee.

Section 4. House District Chairs - The two (2) House District Chairs, one (1) elected from one (1) house district and the other elected from the other house district within Senate District 63, shall be responsible for implementing the programs identified in Section 6 of this Article within their respective House Districts and for supervising the House District Vice Chairs who were elected within each of their respective House Districts.

Section 5. House District Vice Chairs - Each of the two house districts in SD 63, will elect one House Vice Chair. In addition each of the two house districts will elect one At-Large Member to the SD 63 Executive Committee. The two House District Vice Chairs shall be the liaison from the Executive Committee to those precincts within their respective house districts. House District Chairs and Vice Chairs will be responsible for working with precinct committees: (a) to have an active precinct organization, (b) to complete its voter identification program, (c) to get out the Republican vote on election day, (d) to find and elect Republican endorsed candidates, (e) to assist with the election of other Republican endorsed candidates and (f) to carry out any other duties assigned to them by the Executive Committee. The two At-Large Members of the SD 63 Executive Committee, elected by each of the two house districts, shall carry out the duties assigned to them by the Executive Committee.

Section 6. Secretary - The Secretary shall be responsible for recording and keeping the minutes of all Executive Committee meetings, maintain and keep the Executive Committee membership roster, keep a record of attendance at Executive Committee meetings, and shall perform such other duties as are specified by the Chair or the Executive Committee. The secretary shall distribute minutes to current Executive Committee members within five (5) days after the last Executive Committee meeting. The secretary will be responsible for the mailbox key and retrieving/distributing SD 63 mail weekly as well as performing such other duties as specified by the Chair or the Executive Committee.

Section 7. Treasurer - The Treasurer shall be entrusted with the custody of all funds for SD 63. The Treasurer shall establish a bank account as approved by the Executive Committee, deposit all funds raised by SD 63 into the bank account, pay all bills of SD 63 as authorized by the Executive Committee, and make an accounting of those transactions at each Executive Committee meeting. The Treasurer will make and keep a record of the reports as required by the Minnesota Campaign Finance and Public Disclosure Board and will perform such other duties as specified by the Chair or the Executive Committee.

Section 8 Limitations -

A. Senate District Officers shall not hold an operational position on any candidate's committee without obtaining the consent of a majority of all the members of the Executive Committee.

B. Senate District Officers upon seeking Republican endorsement for elective office or formation of a volunteer committee, shall request a leave of absence and the Executive Committee shall approve the leave of absence. During the interim, the Executive Committee shall elect another person to fill the vacancy of the officer who was granted the leave of absence.

Section 9 Committees - The Chair with the approval of the Executive Committee may establish committees and name the chair and members of the committees. The chair of the committee shall call committee meetings. Committees are expected to plan and implement their mission for which they were established. The Chair or members of any Committee may be removed by a majority vote of the Executive Committee. A Committee will discontinue its operations when it has accomplished its mission or when the Executive Committee discontinues the Committee.

Article IV Precinct Organization

Section 1. Precinct Caucus - As prescribed by Minnesota Statutes, precinct caucuses shall be held every general election (even numbered) year. The Executive Committee will have the responsibility to find precinct caucus locations, find and train precinct caucus conveners, and to give proper notice for the Republican precinct caucuses in SD 63. The official precinct caucus shall be conducted as provided by Minnesota Statutes.

Section 2. Officers - The caucus shall elect a Chair, a Deputy Chair and a Secretary and such other officers as the caucus may determine. Each officer shall serve until the next precinct caucus as long as he/she continues to reside in the precinct or until resignation, death or removal for cause.

Section 3. Removal of Precinct Officers

A. A precinct officer may be removed from office for “non-performance” by the affirmative vote of at least two-thirds (2/3) of the Executive Committee present and voting where that item of business has been included in the written notice of the meeting. Conduct tending to obstruct the objectives of the Executive Committee, inactivity, or failure to carry out the duties and responsibilities specified in Section 7 of this Article IV shall constitute “non-performance”.

B. Before the procedure to remove a precinct officer can begin, the Executive Committee, by a sixty (60%) percent vote of its membership, must agree to proceed on the removal of a precinct officer. The precinct officer concerned shall be provided a statement of charges not less than ten (10) days prior to the Executive Committee meeting in which the action will take place and shall be entitled to be heard in his/her own defense at the meeting considering removal.

C. Precinct officers shall not publicly support or work for any candidate opposing an endorsed Republican candidate. The Executive Committee may remove from precinct office any person violating this paragraph who does not promptly resign.

Section 4. Precinct Officer Vacancies - Precinct officer vacancies shall be filled within thirty (30) days by a majority vote of the remaining precinct delegates, alternates and officer(s) residing in the precinct, failing which the Senate District Executive Committee may appoint a replacement at its next meeting. As an exception, if no precinct chair is elected by a precinct at the official precinct caucus, the Senate District Executive Committee may appoint a precinct chair prior to the Senate District Convention.

Section 5. Precinct Delegates and Alternate - The caucus shall elect the number of Delegates and Alternates as determined by the Senate District Executive Committee prior to the precinct caucuses in even numbered years, provided that the basis of apportionment is uniform throughout the Senate District and based on the vote cast in the last statewide election for President or Governor. Those Delegates and Alternates shall serve until the next precinct caucus. A precinct shall rank their Alternates based on the highest number of votes each Alternate received at the caucus. The Delegates and Alternates shall represent the Republican voters of their precinct at legislative district, county and local conventions and shall serve as members of the Precinct Committee.

Section 6. Precinct Committee - The Precinct Committee shall consist of the Officers, Delegates and Alternates elected at the Precinct Caucus. The Precinct Committee shall have the authority to fill vacancies of precinct officers as specified in Section 4 of this Article (but not precinct delegates and alternates).

Section 7. Duties of Precinct Committee - The Precinct Committee shall organize the precinct, recruit and direct party volunteers, carry out voter identification surveys, conduct voter registration drives and other authorized fund drives, operate Republican get-out-the-vote drives, find candidates for public and party office, assist in the election of Republican endorsed candidates, and accomplish such other tasks as may be assigned by the SD 63 Executive Committee. The Precinct Committee shall work in harmony with the House District Chair and Vice Chairs who has been assigned their precinct in carrying out these duties.

Article V. Conventions

Section 1. Time and Place of Annual and Special Conventions

A. A SD 63 Convention shall be held annually within the time frame designated by the Republican Fifth Congressional District Committee or the State Executive Committee at a time and place to be determined by the SD 63 Executive Committee.

B. Special SD 63 Conventions may be convened at other times by the Executive Committee and those Conventions shall be called for such purposes as the Executive Committee may determine; as long as such purposes are within the jurisdiction and responsibility of the SD 63.

Section 2. Delegates and Alternates - The Senate District Conventions shall be composed of those Delegates and Alternates elected at the last precinct caucus who continue to reside in the precinct from which they were elected. The permanent roll of a convention shall be composed of the Delegates who are registered and present. In the absence of any Delegate to a convention, an Alternate elected from the same precinct shall be seated to fill the vacancy. Each precinct caucus shall rank their Alternates to be seated for absent Delegates and that ranking shall be followed. There shall be no cross-seating of Delegates and/or Alternates between precincts.

Section 3. Pre-Convention Activities - Prior to each Convention, the Executive Committee shall establish rules, credentials, registration and such other committees as may be deemed necessary. The Convention committees shall be composed of Delegates and Alternates to the Senate District Convention. Such committees shall begin to perform their duties prior to the opening of the Convention and shall be subject to confirmation at the Convention. The Executive Committee shall also select a Temporary Chair, Temporary Secretary, Parliamentarian, and other officials who will preside at the Convention subject to confirmation at the Convention.

- Section 4. Convention Business** - The Convention shall transact such business as is specified by Minnesota Statutes and in the call of the Convention, and may transact such other business as may properly be brought before the Convention as outlined in the rules of the Convention. In general, the objectives of the SD 63 Convention shall be as follows:
- A.** In even-numbered years, to elect Delegates and Alternates to the State and Fifth Congressional District Conventions based upon each party unit's allocation, consider resolutions on party and governmental matters, and to endorse candidates for public office. Alternates elected to the State and Fifth Congressional District Conventions shall be ranked based on the highest number of votes each candidate received at the SD 63 Convention.
 - B.** In odd-numbered years, to elect the Senate District officers as specified in Article III of these Bylaws, to elect Delegates and Alternates to the Fifth Congressional District Committee as allocated by that Committee, to elect Delegates and Alternates to the State Central Committee as allocated by the Fifth Congressional District Committee. Alternates elected to the Fifth Congressional District Committee and to the State Central Committee shall be ranked based on the highest number of votes each candidate received at the SD 63 Convention.

Section 5. Voting - There shall be no voting by proxy, bullet ballot, or unit rule.

- Section 6. Endorsement of SD 63 Legislative Candidates** - Candidates for the State Legislature in SD 63 may be endorsed only at Conventions in which the call for that Convention states that one of the purposes of the Convention is to endorse such candidates.
- A.** The call for an endorsing Convention shall be issued by the Senate District 63 Chair at the direction of the Executive Committee, or upon the written request of more than thirty(30%) percent of the Precinct Chairs from those precincts within the Legislative District for which endorsement is sought.
 - B.** Endorsements shall be made only upon secret written ballot unless the rules of the Convention state otherwise.
 - C.** Endorsement of a candidate for the State Legislature at the Convention shall be by a sixty (60%) percent or more vote and such vote shall be greater than or equal to at least a majority of the registered delegates and seated alternates at the convention as established by the final report of the credentials committee.–
 - D.** Withdrawal of an endorsement may be considered at a Convention called for that purpose. Endorsement may be withdrawn from any endorsed candidate only by a vote of at least seventy five (75%) percent of those Delegates and seated Alternates present and voting. The vote on withdrawal must be a secret written ballot.

E. If a primary election for a Legislative office in SD 63 results in the selection of a nominee other than the endorsed candidate, a meeting of the Executive Committee shall be called within ten (10) days of the certainty of the election results and the Committee shall consider a post-primary endorsement of the Legislative nominee. The Executive Committee can make a post-primary endorsement of a Republican candidate winning the primary election by a two-third (2/3) vote of all the members of the Executive Committee at a meeting where that item of business has been included in the written notice of the meeting.

F. The official Republican Party Endorsing Convention Permanent Agenda and Rule for Hennepin County shall serve as the agenda and rules at all endorsing conventions.

Article VI General Provisions

Section 1. Limitations The Senate District Chair shall be the official spokesperson of the Senate District organization and no member of the Executive Committee shall be authorized to express the views of SD63 on any matter of policy unless the Executive Committee has authorized the statement. This limitation is not to be construed to prevent any individual from freely expressing his/her opinions provided that he/she makes it clear that the statements are solely his/her own.

Section 2. Parliamentary Authority. Except as otherwise specifically provided for in these Bylaws, the Constitution/Bylaws of the Fifth Congressional District or the Constitution of the Republican Party of Minnesota, Robert's Rules of Order, most recently revised, shall govern the proceedings at all SD 63 Conventions, Executive Committee meetings and any Committee meetings.

Article VII Amendments

Section 1. Bylaw Amendments

A. These Bylaws shall be in force immediately after adoption, unless otherwise provided; and until the next redistricting requires reorganization.

B. The Bylaws may be amended by a sixty (60%) percent vote of the Delegates and seated Alternates present at any Senate District 63 Convention. The proposed Bylaw amendment(s) shall be submitted to the Bylaws Committee for the upcoming Convention and approved by that Committee before being brought to the Convention. Written notice of any proposed amendment(s) or its general nature shall be given to the Convention Delegates and Alternates at least ten (10) days prior to the

convention. The Convention call shall also state that amendment(s) to the Bylaws will be considered at the Convention.

Section 2. Amendments by the Executive Committee - These Bylaws may be amended by the SD 63 Executive Committee by a sixty (60%) percent vote of the entire Executive Committee as an interim measure. The notice of the Executive Committee meeting must contain the amendment(s) that will be considered and the notice must be given at least ten (10) days in advance of the meeting. Any amendment to these Bylaws made by the SD 63 Executive Committee shall be subject to the ratification of such amendment(s) at the next Senate District 63 Convention.