

CONSTITUTION
SENATE DISTRICT 41
Democratic-Farmer-Labor (DFL) Party of Minnesota

Article I.
Name, Membership, Party Office, Subordination

Section 1. Name. The name of this organization shall be the Senate District 41, Democratic-Farmer-Labor (DFL) Party of Minnesota.

Section 2. Membership. Membership in this Party is open to all eligible voters of Senate District 41 by the boundaries designated as of February 21, 2012 and who support the principles of the DFL Party in Minnesota. No member of any other political party may vote within the DFL Party. For the purpose of this section, term “eligible voter” includes any person who shall be eligible to vote by the date of the general election in the current year.

Section 3. Eligibility for Party Office. Pursuant to the principles of affirmative action as stated in the DFL State Constitution, Bylaws and Official Call, persons who meet the membership requirements of Article I, Section 2, are eligible for election to any party office.

Section 4: Subordination. This Constitution is subordinate to the Constitution and Bylaws and Official Call of the State DFL Party.

Article II.
Senate District 41 Organizing and Endorsing Conventions

Section 1. Notice. Written notice of the date, time and place of a Senate District or House District convention shall be mailed, e-mailed, or presented to all delegates and alternates to any convention at least ten (10) days prior to the date of the convention.

Section 2. Membership. The Senate District Convention or a House District Convention shall be composed of precinct delegates, upgraded alternates, and Distinguished Party Leader Delegates (as defined by the State DFL Constitution) who reside within Senate District 41. A quorum is 40% of the delegates and upgraded alternates registered in the most recent credentials report.

Section 3. Business of the Senate District 41 Convention. A Senate District 41 Convention shall be held pursuant to the Official Call of the DFL Party of Minnesota and prior to the candidate filing period in every general election year. A Senate District or a House District organizing convention may be called at other times at the discretion of the Senate District 41 Central Committee. The Senate District 41 organizing convention shall, as appropriate:

- a. Elect Senate District party officers;
- b. Elect DFL State Convention delegates and alternates;
- c. Elect DFL State Central Committee members and alternates;
- d. Endorse a candidate for the Minnesota Senate.
- e. Separate into House Districts and endorse a candidate for the Minnesota House of Representatives in each district.
- f. Adopt from among those Resolutions adopted at precinct caucuses a quantity to advance for consideration by the DFL State Convention, as allocated by the Official Call.
- g. Amend this Constitution, if necessary, and
- h. Conduct any other party business that properly comes before it.

Section 4. Voting at Convention. No delegate or upgraded alternate shall be allowed to vote by proxy.

Article III. Central Committee

Section 1. Senate District 41 Central Committee. The Senate District 41 Central Committee shall be the governing body of the Senate District 41 between conventions. The Central Committee shall consist of the Senate District 41's Executive Committee members, precinct chairs elected at each precinct caucus every even-numbered year, and each resident member of a Congressional District Central Committee and State Central Committee.

Section 2. Senate District 41 Central Committee Meetings. The Central Committee shall meet at least six times per year. Meetings may be called by the Senate District 41 Chair, by one-eighth of the membership of the Central Committee, or by a majority of the Executive Committee. The quorum for Central Committee meetings is 20% of its members. A quorum does not include resident members of a Congressional District Central Committee or the State Central Committee. In the event that a quorum is not established at a meeting of the Central Committee, the members of the Executive Committee may meet in its place if 20% of its members are present.

Section 3. Dismissal for Cause. The Central Committee may dismiss a member for cause on grounds of clear malfeasance or nonfeasance in office. The rules and procedures that must be followed for a dismissal are detailed in Article III Section 17 of the DFL State Constitution.

Section 4. Filling Vacancies. A Central Committee vacancy occurs for the following reasons: resignation, death, change of residence to a jurisdiction other than the one from which the member was elected, or dismissal for cause, including the failure to attend three or more scheduled meetings during a calendar year without prior notification of absence to the Senate District 41 Chair. The Central Committee, by a majority vote of the quorum at a properly called meeting, may declare a vacancy. If a notice of intent to elect is included in the meeting notice, the vacancy may be filled at the same meeting it was declared. Only those vacancies specified in the meeting notice

may be filled at that meeting. Vacancies shall be filled within 120 days of their occurrence.

Article IV. Executive Committee and Officers

Section 1. Executive Committee and Board. The Executive Board shall be the governing body between Central Committee meetings and shall consist of the Chair, both Vice Chairs, Outreach and Inclusion Officer, Secretary and Treasurer. The Executive Committee shall consist of the Officers plus the elected Directors. The quorum for Executive Committee and Board meetings is 50% of its members.

Section 2. Terms of Office. The term of any party officer begins at the adjournment of the Senate District organizing convention, Central Committee meeting or business meeting at which they were elected. They shall serve in their role until a qualified successor has been elected.

Section 3. Party Officers and Their Duties.

a. Chair: The Chair shall convene the Senate District 41 Organizing Convention (following the procedures as described in the Official Call) and any special Endorsing Conventions, and preside at meetings of the Senate District Central Committee and Senate District Executive Committee. The Chair shall attend meetings of the State Central Committee and Congressional District Central Committees. The Chair shall also perform all other duties incident to the office. The Chair may reside in either house district and in any congressional district within the boundaries of the Senate District.

b. First Vice Chair: The First Vice Chair shall preside at Senate District Central Committee and Executive Committee meetings, and shall convene the Senate District Organizing Convention and any special Endorsing Conventions, and shall perform other duties incident to the office of the Chair, in the absence of the Chair. It shall be a further duty of the First Vice Chair to assist the Chair in the discharge of the Chair's duties, and to attend meetings of the State Central Committee and Congressional District Central Committees. The First Vice Chair shall not be of the same gender as the Chair. The First Vice Chair may reside in either house district and in any congressional district within the boundaries of the Senate District.

c. Second Vice Chair: The Second Vice Chair assists the Chair and First Vice Chair in the performance of their duties. The Second Vice Chair serves as the First Alternate to the State Central Committee. The Second Vice Chair may reside in either house district and in any congressional district within the boundaries of the Senate District.

d. Outreach & Inclusion Officer: The Outreach & Inclusion Officer shall be responsible for outreach and inclusion efforts to under-represented groups within Senate District 41, shall attend meetings of the DFL State Outreach & Inclusion Committee, and shall perform all other duties usually incident to the office of Outreach &

Inclusion Officer.

e. Secretary: The Secretary shall preserve the minutes and attendance records of all proceedings of the Senate District Executive Committee and Central Committee, as well as all proceedings of the senate district organizing convention, endorsing conventions and business meetings. The Secretary shall, at the direction of the Chair, notify members of the Senate District Executive Committee and Central Committee of meetings of this organization. The Secretary shall perform all other duties usually incident to the office of Secretary.

f. Treasurer: The Treasurer shall have charge of the funds of this organization, but shall make no disbursement thereof without authority or ratification by the Senate District Executive Committee, Central Committee or the Chair, with the exception of those that fit with the following Bylaw. The Treasurer shall perform all other duties usually incident to the office of Treasurer.

BYLAW: Because of immediate need, either the Chair or the Treasurer, acting alone or together, can spend up to \$50 without prior approval of the Central Committee. Because of immediate need, a majority vote of the Executive Committee can spend up to \$100 without prior approval of the Central Committee. The Executive Board, without the prior approval of the Central Committee, may expend up to \$500 plus pass-through expenses. The aforementioned expenditures shall be presented for review and approval at the next Central Committee meeting following the expenditure.

At least one month prior to Senate District Organizing Convention the Chair shall appoint an Audit Committee of three members of the Senate District Central Committee to audit the records and books of the Senate District. The Audit Committee shall make a report in writing to the organizing convention. In addition, an audit will be conducted upon a vacancy in the Office of Treasurer and the Audit Committee shall make a report in writing to the Senate District Central Committee.

g. Deputy Treasurer: The Deputy Treasurer shall assist the Treasurer and take his/her place as circumstances warrant.

h. Directors: Directors are members of the Senate District Central Committee and shall perform those functions assigned to them from time to time by the Senate District Central Committee. There shall be at least 11 Directors elected with gender balance, as required by the State DFL Constitution.

Section 4. Committees. The Senate District Executive Committee shall establish committees, including pre-convention and convention committees, as it determines to be appropriate to execute the business of the Executive Committee and the Senate District, and shall designate members to chair and serve on those committees. The pre-convention and convention committees may include Rules, Constitution, Credentials, Nominations (for party office), and Resolutions committees.

Article V. General Rules

Section 1. Disposition of Party Records. Upon leaving office, a party officer shall turn over all party records, books and properties to the successor officer.

Section 2. Notice of Senate District Executive Committee and Central Committee Meetings. Notice of Senate District Executive Committee and Central Committee meetings, specifying time and place, and including specifically a notice of an intent to elect (if applicable), shall be mailed or e-mailed or presented to all members of the applicable committee not less than 10 days in advance of the meeting, except that 72 hours in advance of the meeting is adequate notice if given by telephone, personal delivery, express mail, or any similar method that offers guaranteed arrival. Notice may be sent by electronic communication, such as email or fax, to members who have consented to electronic notice. A proposed agenda shall be prepared by the Senate District 41 Chair prior to the meetings of the Executive Committee and Central Committee and shall be included in all notices.

Section 3. Endorsements of Candidates. Endorsement of a candidate for public office requires a sixty percent (60%) affirmative vote of those delegates present and voting (excluding blanks and abstentions) at the organizing convention, at the endorsing convention, or at the Central Committee meeting making the endorsement. Every ballot shall be a test of quorum. No organizing or endorsing convention, or Central Committee meeting, representing less than the whole jurisdiction for public office may endorse a candidate for that office. No one may vote on an endorsement unless he/she is a resident of the area in which the election will occur.

An endorsement given before the primary is valid after the primary only if the candidate's name appears on the general election ballot. The Central Committee may rescind an endorsement for cause at a meeting called for that purpose in accordance with the provisions of Article III, Section 2. Rescinding an endorsement requires a two-thirds (2/3) vote in favor to rescind by members of the Central Committee, including upgraded alternates, voting at the meeting. An abstention shall be counted as a vote against rescinding the endorsement.

Section 4. Bylaws and Amendments. Bylaws concerning matters not expressly governed by, nor in conflict with, this Constitution may be adopted or amended by a majority vote of delegates to the organizing convention. Bylaws may also be adopted or amended by the Senate District Central Committee, provided such adoptions or amendments receive a sixty percent (60%) affirmative vote. A copy of any proposed changes or amendments to the Bylaws shall be included in the meeting notice.

Section 5. Parliamentary Authority. Parliamentary matters not governed by this Constitution and its Bylaws, nor by the Rules of Convention as adopted by the authoritative body, nor by the Official Call, nor by the Constitution and Bylaws of the DFL State Party, shall be governed by Robert's Rules of Order, newly revised.

Section 6. Adoption and Amendments. The articles of Constitution herein take effect immediately upon adjournment of the Organizing Convention at which they are adopted. Subsequent amendments shall take effect immediately upon adoption by the delegates at the Organizing Convention at which said amendments were adopted.