

# House District 66A Republican Party Constitution

## Preamble

We, the Republicans of Minnesota House District 66A (HD66A), have designed this constitution to set forth our customs and practices and to institute regular procedures for the orderly and efficient conduct of our activities.

## Article 1

### Name, Objectives and Membership

#### Section 1: Name

The name of this organization is the House District 66A Republican Party. It is a Basic Political Organizational Unit (BPOU) as defined under the Constitution of the Republican Party of Minnesota (RPM).

#### Section 2: Objectives

The objectives of this organization shall be to elect Republican endorsed candidates to office and promote the Republican philosophy and platform.

#### Section 3: Membership

Membership in this organization is open to all U.S. citizens residing in House District 66A who support the objectives of the Republican Party and who abide by the provisions of the Constitutions and Bylaws of HD66A, the MN 4th Congressional District Republican Party, and the RPM. Payment of dues shall not be required as a condition of membership.

## Article 2 Organization

### Section 1: Precinct Organization

- A. Each precinct shall have at least one precinct chair, and such other officers with roles and duties as provided for in the HD66A bylaws, elected at the precinct caucuses for two-year terms.
- B. Precinct meetings, events, activities or special caucuses may be organized, called or otherwise conducted by that precinct's officers, or by the BPOU executive committee, or by the BPOU chair.

### Section 2: BPOU Organization

- A. HD66A shall be organized with a full committee and an executive committee.
- B. The full committee shall retain the overall responsibility for the management and conduction of HD66A business, and for working toward HD66A objectives.
  - i. Full committee meeting business shall include all actions necessary and proper for the conduction of HD66A business, as determined by the full committee.
  - ii. The full committee may fulfill its responsibilities through delegation or assignment of specific or general duties and authorities to the executive committee, standing committees, ad hoc committees, BPOU officers, or others, at its discretion.
    1. Delegation may include granting of provisional authority to act or to authorize expenditures, subject to ranges or limitations at its discretion.
  - iii. Voting members of the full committee shall consist of:
    - a. Precinct Chairs, Precinct Vice-Chairs, and Precinct Secretaries
    - b. BPOU officers
    - c. HD66A state representative and SD66 state senator, if Republican
    - d. Any Republican state constitutional officer residing in HD66A
  - iv. Full committee meetings may be called by the HD66A chair, the HD66A executive committee, and/or in accordance with a regular meeting schedule as may be adopted by the full committee.
  - v. A quorum of 20% of the total roster of full committee members is required to conduct business.

- 60 C. The executive committee shall have charge of the administration of HD66A operations in all matters not specifically charged to the full
 61 committee or other bodies in accordance with the HD66A constitution and bylaws, subject to the direction of the full committee.
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- 63 i. Executive committee meeting business shall include all actions necessary and proper for the overall organization and administration
 64 of HD66A affairs, including those duties residing in BPOU officers and other executive committee members as defined in the bylaws.
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- 66 ii. The executive committee may fulfill its responsibilities through delegation or assignment of specific or general duties and authorities
 67 to standing committees, ad hoc committees, BPOU officers, or others, including the granting of provisional authority, at its discretion.
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- 69 iii. Voting members of the executive committee shall consist of:
 70 a. Precinct chairs
 71 b. BPOU officers
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- 73 iv. Executive committee meetings may be called by the HD66A chair, the HD66A executive committee, and/or in accordance with a
 74 regular meeting schedule as may be adopted by the executive committee.
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- 76 v. A quorum of 35% of the total roster of executive committee members is required to conduct business.
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- 78 vi. BPOU officers shall consist of a chair and such other officers with roles and duties as provided for in the HD66A bylaws, elected at
 79 the BPOU conventions in odd-numbered years for two-year terms.
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- 81 1. Redistricting associated with the U.S. Census reapportionment process may result in terms of less than two years, subject to
 82 rules provided by the RPM.
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**Article 3**  
**General Provisions**

**Section 1: Applicability**

- 88 A. The general provisions in the sections of this Article shall apply to all HD66A units and entities, unless otherwise provided for in the HD66A
 89 constitution or bylaws.
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**Section 2: Committee and Membership Rosters**

- 92 A. The membership roster of each officers group, committee and subcommittee at all levels within the BPOU shall be established at its
 93 formation.
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- 95 B. Rosters shall be fixed in number; that is, the vacating of a committee seat or membership by any individual member shall not reduce the
 96 total number of seats or reduce the roster count.
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**Section 3: Meetings**

- 99 A. Meetings of all HD66A units and entities shall be governed by the precedence of rules as delineated in the bylaws.
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- 101 B. Meetings may be conducted as in-person meetings, or as conference calls, or as live interactive video or webinar sessions, or via
 102 synchronous electronic communication channels, or as a combination thereof, at the discretion of the particular meeting body.
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- 104 C. At least 35% of the roster or five, whichever is fewer, must be present to establish a meeting quorum to conduct business, with presence
 105 established as appropriate to the nature of the meeting forum, (e.g., physical meeting, conference call, etc.).
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- 107 D. The decision rule shall be approval by majority of those present.
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**Section 4: Vacancies**

- 110 A. The date of occurrence of a vacancy of any office or elected or appointed role shall be determined by the date of receipt by the Chair or
 111 Deputy Chair of the written resignation by the affected officer; or in the case of vacancy due to ending residency within HD66A,
 112 incapacitation, death, or removal from office, date of vacancy will be the date that verification of such condition is received by the Chair or
 113 Deputy Chair.
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- 115 B. Unless otherwise provided for by the HD66, CD4, or RPM constitution or bylaws, the chair or co-chairs of the body in which a vacancy has
 116 occurred may appoint an interim replacement to the vacated seat.
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- 118 i. An individual must be able to fulfill the duties and responsibilities of the vacated seat, including any skills or experiences listed in the
 119 job descriptions in the bylaws, in order to be considered for an interim replacement appointment.

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- ii. An appointed interim replacement shall fulfill the remaining portion of the term vacated or serve until a permanent replacement is selected and seated according to the provisions of applicable charters, constitutions or bylaws.
    - 1. Precinct officer permanent replacements may be elected by majority vote of the remaining precinct officers in the affected precinct.
    - 2. BPOU officer permanent replacements may be elected at a full committee meeting via special election, provided all applicable provisions regarding sufficient meeting notice, search committee interviews, etc., are met.
    - 3. Vacated BPOU, CD/State, and State Central Committee Delegate or Alternate vacancies shall be filled by progression among the ranked Alternates; if no Alternates remain to fill an open Delegate seat, a permanent replacement may be elected at a full committee meeting or specially called precinct caucus, as appropriate, via special election, provided all applicable provisions regarding sufficient meeting notice, search committee qualifying interviews, etc., are met.
  - iii. Unless made a condition of interim appointment, an appointed replacement may nominate himself or herself for consideration for permanent replacement.
  - iv. In the event a seat is vacated by a chair, except BPOU chair, an interim replacement may be appointed by the chair of the next higher or more inclusive body of which the affected body is a part.

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#### **Article 4 Precinct Caucuses**

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##### **Section 1: Convening of Precinct Caucuses**

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- A. The official precinct caucuses shall be called and conducted as provided for by the laws of the State of Minnesota, and pursuant to the rules set forth by the RPM.

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##### **Section 2: Delegates to the HD66A Convention**

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- A. Each precinct caucus shall elect a number of HD66A delegates and alternates as determined by the RPM, according to the basis selected by the HD66A executive committee from among the basis options provided by the RPM.
  - B. BPOU delegates and alternates shall be elected to two-year terms.

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#### **Article 5 Conventions**

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##### **Section 1: Time and Purpose:**

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- A. A convention shall be held annually, at the call of the State Republican Executive Committee, the Republican State Central Committee, the appropriate congressional district committees, or the House District 66A Executive Committee for the purpose of electing delegates and alternates to the State and Congressional District Conventions, electing delegates and alternates to the State Central Committee and for other necessary and proper purposes. Notices shall be mailed at least ten (10) days prior to the date of the convention. Special conventions may be called by the same committees and held at such times and for such purposes as the committee calling the convention may determine.

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##### **Section 2: Delegates and Alternates:**

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- A. Eligible voters at the House District 66A Convention shall be delegates and seated alternates elected at the last precinct caucuses and those so entitled by the State Republican Constitution and the Fourth Congressional District Constitution.
  - B. If any duly elected delegate to the convention is absent, then a duly elected alternate from that precinct elected at the precinct caucus held in accordance with the laws of the State of Minnesota shall be seated in his or her stead. The order of seating shall be by order of vote given at the precinct caucus with the alternate receiving the most votes being seated first. At the House District 66A Convention there shall be no cross seating of delegates and alternates between precincts. If no duly elected delegates or alternates are present, there shall be no representative for that precinct.
  - C. If a precinct can no longer fill their allotted delegate seats from the elected delegates and alternates, the House District 66A Chair and deputy Chair may, with the approval of the Full Committee, call a special caucus, in the manner prescribed by statute for biannual precinct caucuses, for the sole purpose of filling such vacancies in the precinct as exist at the time of the call.

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##### **Section 3: Pre-Convention Committees:**

- 180 A. Prior to each convention, the HD 66A Executive Committee shall establish rules, credentials, and arrangements committees, and any other  
181 such committees as may be deemed necessary including search, nominations and constitution committees.  
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183 B. Membership of each committee shall include at least three (3) delegates or alternates to the HD 66A Convention and may include others  
184 who are not delegates or alternates. The HD66A Chair shall appoint the chair of each committee.  
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186 **Section 4: Presiding Officer:**

187 The presiding officer of the House District 66A Convention may be the Chair or Deputy Chair or the Chair may appoint another person to serve in  
188 their stead.  
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190 **Section 5: Business:**

191 A House District 66A Convention may adopt a platform, pass resolutions, and transact other business as may properly come before it. A  
192 convention may also endorse a candidate for the office of state representative.  
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194 **Section 6: Delegates and Alternates to State and Congressional District Conventions:**

195 Delegates and alternates to the state and congressional conventions allocated to House District 66A shall be elected at the House District  
196 Convention held in even numbered years. The number of alternates elected may be up to twice the number of delegates allocated. Alternates  
197 elected shall be seated in the order of their election with the alternate receiving the most votes being seated first.  
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199 **Section 7: Election of State Central Delegates and Alternates:**

200 The allotted number of delegates and alternates shall be determined by the Fourth District and RPM, and such delegates and alternates shall be  
201 elected at conventions held in odd numbered years.  
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203 **Section 8: Endorsing Convention:**

204 When it is desired to endorse candidates for public office, a convention may be called pursuant to the State Constitution and the Fourth  
205 Congressional District Constitution. Only those delegates and alternates residing in the geographical area of the office for which the endorsing  
206 convention was called shall receive the call.  
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208 Any candidate for public office may be granted pre-primary endorsement by the authorized convention if he or she receives 60% of the voting  
209 strength of the convention as established by the last report of the credentials committee preceding such vote. If the public office sought is legally  
210 partisan, then the candidate, prior to being considered for pre-primary endorsement, must agree to seek the office as a Republican if he or she  
211 receives the endorsement, and to abide by HD66A policies and procedures as proposed by the Rules Committee and approved by the  
212 convention. When more than one such candidate is nominated for endorsement, none of them shall be voted on separately.  
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214 **Article 6**  
215 **Amendments to the Constitution**  
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217 This Constitution may be amended at a HD66A Convention by vote of the majority of the delegates and seated alternates. Any proposal for  
218 amendment shall be submitted in writing to the Constitution Committee before it shall be voted on by the convention.  
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220 **Article 7**  
221 **Bylaws**  
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223 The House District 66A full committee is authorized and empowered to adopt bylaws that are not inconsistent with this Constitution. Proposed  
224 bylaws or amendments to the bylaws shall be submitted in writing and adopted by a majority of the membership in attendance. Copies of all  
225 proposed by-laws and amendments shall be mailed or emailed to all committee members not less than ten (10) days prior to the full committee  
226 meeting that said bylaws or amendments are to be voted upon. The intent of the bylaws is to provide documentation of relatively more specific  
227 BPOU particulars, and/or those for which a higher degree of flexibility is desired – e.g., specific job descriptions or committee memberships –  
228 because of the lower threshold for amending bylaws than for amending the constitution, (full committee vote for bylaws vs. an annual convention  
229 vote for the constitution).  
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231 **Article 8**  
232 **Discipline**  
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234 **Section 1: Removal**

235 Any officer of the District at any level may be removed from office for cause by action of the full committee in accordance with this article. Action  
236 may be taken by a two-thirds affirmative vote of the full committee members present at any time during the meeting held to consider the charges.  
237 Voting must be by written ballot openly counted by at least 2 impartial tellers. Notice of the meeting shall include notice that the removal of the  
238 officer will be considered.  
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240 **Section 2: Procedure**

241 The officer must have received written notice of the proposed action and a detailed, written statement of charges against him or her and the  
242 expected evidence thereof at least 10 days before the meeting at which the matter is to be considered. The documents must be mailed by  
243 certified first-class United States Mail with return receipt requested. The officer must be allowed to respond to the charges in writing and/or in  
244 person at the full committee meeting prior to the vote to remove.