

Constitution of the Clearwater County Republican Party of Minnesota

PREAMBLE

The Republican Party of Clearwater County welcomes the participation of all citizens of Clearwater County who are concerned with the implementation of honest, efficient, and responsive government. The 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. It is the purpose of this constitution to ensure that the party provides for the full participation with equal opportunity for all citizens of Clearwater County regardless of age, race, sex, religion, social, or economic status.

ARTICLE I - NAME

The name of this organization shall be the Republican Party of Clearwater County of the State of Minnesota, the basic political organizational unit, hereafter referred to as “the BPOU”.

ARTICLE II - PURPOSE

Section 1: The purpose and objectives of the BPOU shall be the maintenance and advancement of good government according to the Constitution and laws of the United States and the state of Minnesota through the promotion within Clearwater County of the purposes and objectives of the National Republican Party and the Republican Party of Minnesota.

Section 2: The purposes and duties of the BPOU shall include those imposed by law and custom upon official party committees. In addition the BPOU shall:

1. Organize or cause to be organized each Precinct in Clearwater County;
2. Encourage the formation of auxiliary Republican groups and cooperate with and coordinate their activities;
3. Assist in conducting campaigns for the adoption of laws, and for the election of qualified candidates for public office; and
4. Administer the affairs of the Party within the BPOU.

5. The BPOU Leadership Committee and Voting Members may endorse candidates for local offices who hold jurisdiction within the borders of Clearwater County. The candidate must be willing to accept the endorsement.

ARTICLE III - MEMBERSHIP

The membership of this BPOU shall be composed of all citizens eligible to vote in Clearwater County who wish to be affiliated with the Republican Party and who support the purposes and objectives of the Republican Party.

ARTICLE IV - MANAGEMENT AND STRUCTURE

Section 1: The management of the BPOU shall rest with the Clearwater County Leadership Committee, and Voting Members subject to the direction of the State Central Committee, the State Executive Committee, the 8th Congressional District Committee, the BPOU Convention, State Party Constitution, Clearwater County Constitution and applicable State statutes of law.

Section 2:

- A) Leadership Committee: The Clearwater County Leadership Committee shall be composed of the BPOU Chair, Deputy Chair, Secretary, Treasurer, Fundraising Chair, and three At-Large Members.
- B) At-Large Members: At-Large Members are elected at the odd-year BPOU Convention for a two-year term. Their attendance is counted toward meeting quorum requirements.
- C) Voting Members: Voting members shall consist of the State Central Committee delegate(s), all elected Republican Legislators living within the boundaries of Clearwater County, the Congressional District Delegates and State Convention Delegates. Voting Members do not count toward meeting quorum requirements.
- D) Communications Chairman: May be appointed by the BPOU chairman. Approval of the appointment must be made by a majority of the Leadership Committee and Voting Members. The Communications Chairman shall become a Voting Member.
- E) Additional Voting Members: Republican citizens of Clearwater County who attend 3 consecutive monthly meetings may be added as a Voting Member of the board with a majority vote of all present Leadership Committee and Voting Members. Additional Voting Members must attend at least 6 meetings per year to maintain their voting status. Voting Member status must be approved for renewal by the current Leadership Committee and Voting Members on or near their anniversary date.

Section 3: Duties of the Leadership Committee shall be as follows:

- A) The BPOU Chair shall conduct BPOU Leadership Committee meetings. The BPOU Deputy Chair shall conduct meetings in the Chair's absence. Together they shall appoint committees and coordinate the activities of the BPOU. They are also ex-officio members of all BPOU committees.
- B) Elected Republican Legislators shall be encouraged to attend Leadership Committee meetings. Since their attendance at these meetings is not required, their positions shall not be included in the quorum count unless they are present.
- C) The Secretary shall record and maintain records of meeting minutes. A copy of the minutes must be shared with the Leadership Committee within one week of each meeting. The Secretary shall record monthly meeting attendance of the Leadership Committee, Voting Members and Guests. The secretary shall report to the board if an action may be necessary to add, remove, renew or change the status of a Leadership Committee Member, Voting Member or Guest in accordance with the BPOU constitution.
- D) The Treasurer shall be responsible for all BPOU money, keeping financial records, and dispersing money as authorized by the Leadership Committee and Voting Members. The Treasurer shall prepare and submit all reports to the State as required by law. The Fundraising Chairman shall coordinate fundraising efforts, comply with all applicable campaign finance law and report to the BPOU Treasurer and the Leadership Committee.
- E) The Communications Chairman shall coordinate with the Chairman and/or Deputy Chairman about upcoming meetings and events and publish notices in appropriate media. The Communications Chairman shall help maintain a BPOU contact list as well as help maintain the BPOU webpage and social media accounts.

Section 4: Finances: the BPOU financial records shall be maintained in an orderly fashion by the BPOU Treasurer.

- A) All records shall be reviewed quarterly by the Leadership Committee.
- B) At least every odd year the Leadership Committee shall designate the financial institution to be used as a depository for Party funds after the Convention.
- C) All financial institution signature cards shall be signed by the BPOU Chair, Deputy Chair, Fundraising Chairman, Secretary, and Treasurer.
- D) All disbursements shall be by check and shall require one (1) signature.
- E) All funds coming into the BPOU from any source shall be deposited in the account(s).

ARTICLE V - BPOU ELECTIONS

Section 1: The BPOU Leadership Committee shall be elected to a two-year term by the delegates to the odd-year BPOU Convention.

- A) The Chair, Deputy Chair, Secretary, Treasurer, Fundraising Chair and three (3) additional members shall be elected at large.
- B) State Central Committee Delegates and ranked Alternates shall be elected at large.

Section 2: Officers of each precinct may consist of one (1) chair and a secretary, elected to a two-year term at the even-numbered year General Caucus, in compliance with State Statute. In the event a precinct fails to elect any officer at this caucus, the BPOU Leadership Committee may appoint individuals to fill the vacancy in that precinct.

Section 3: A nominating committee may be appointed by the BPOU Leadership Committee in advance of the odd-year BPOU Convention, for the purpose of nominating candidates for the various committee positions. This does not prohibit nominations from the floor.

ARTICLE VI - MEETINGS

Section 1: Requirements:

- A) Regular Committee Meetings: The Leadership Committee may establish a calendar of regular meetings provided that two (2) week written notice is given to members of the Committee.
- B) Special Committee Meetings: The Leadership Committee shall meet at the call of the Chair, at the request of any three (3) members of the Leadership Committee, or at the request of 25% of the Delegates. Three (3) days notice shall be provided to members of the Committee.
- C) Quorums: A quorum shall be 51% of seated members of the Leadership Committee for the purpose of transacting BPOU business.

Section 2: "Robert's Rules of Order, Revised" shall govern the proceedings of all meetings of the Leadership Committee.

ARTICLE VII - CONVENTIONS

Section 1: BPOU Conventions shall be held each year during the period and for the purpose designated by the Official Call issued by the State Executive Committee, the State Central Committee, or the 8th Congressional District Committee. The time and place of these conventions shall be held at the call of the aforementioned groups, or at the discretion of the majority of the BPOU Leadership Committee, provided that a minimum of 10 days notice, in writing, be sent to each delegate and alternate.

- A) If events warrant a special election to public office, an emergency Endorsing Convention may be held at the call of the BPOU Chair and Deputy Chair, or at the discretion of the majority of the BPOU Leadership Committee. A notice of not less than five (5) days shall be given to delegates and alternates. They shall be held for the sole purpose of endorsing a candidate for office.

Section 2: At all BPOU Conventions, the first order of business shall be the temporary credentials report. The convention shall then proceed to the seating of the delegates, as outlined in Article VII, Section three (3). A precinct shall be entitled to one (1) vote for each delegate/alternate present and seated.

Section 3: The BPOU Convention shall be composed of delegates selected at Republican Party Precinct Caucuses within Clearwater County. The ratio to allocate delegates shall be uniform throughout the BPOU. The Credentials Committee shall seat all duly elected and accredited delegates of each precinct who are present. In the event no delegates are present from a precinct, the Credentials Committee shall seat all accredited alternates from that precinct, indicating which delegates they replace. Vacancies shall be filled according to the following procedures:

- A) The precincts shall caucus after acceptance of the temporary Credentials Committee report. If the precinct chair is not present, the seated delegates shall elect a chair, then proceed to fill the vacancies.
- B) Vacancies shall be filled by the alternates in the order in which they were ranked by the Precinct Caucus. If alternates were not ranked, then vacancies will be filled by a vote of the seated delegates. If a tie vote arises, the chair shall appoint, by coin toss, one of the alternates who participated in the tie. Alternates shall be elected to fill vacancies individually to replace specific delegates. The alternate so elected may subsequently vote in the election to fill the next vacancy.
- C) If a delegate should arrive late, the delegate shall assume the seat of the delegate alternate. A delegate may be seated at any time.

D) If a precinct has any vacancies which can't be filled by an alternate from a different precinct, the vacancy will remain.

Section 4: Delegates and alternates to the Republican State and Congressional District Conventions shall be elected in accordance with the laws of the State of Minnesota, as well as the State Republican Constitution, and shall continue as such until their successors are elected. Congressional District Convention delegates and State Convention delegates shall be elected at large at the BPOU Convention. Alternates shall be ranked for seating purposes at these conventions.

ARTICLE VIII - VACANCIES AND REMOVALS

Section 1: Vacancies in the precinct offices may be filled by appointment of the Leadership Committee or, if so directed, by a caucus of Republicans in the affected precinct. Should vacancies occur in the Leadership Committee, replacements may be appointed by the Leadership Committee.

Section 2: An officer of the Leadership Committee may be removed from office by a two-thirds ($\frac{2}{3}$) vote at any meeting of the seated committee members provided that the officer in question be furnished with a fourteen (14) day notice, in writing, of the charges that may warrant removal. Further, the officer in question shall be entitled to respond to these charges in person or in writing prior to the vote to remove.

Section 3: If a member of the Leadership Committee is absent without cause from more than four (4) consecutive meetings, this person shall be subject to the removal provisions outlined in Section 2 of this Article.

Section 4: It is the duty of all Leadership Committee and Voting Members to support Republican endorsed candidates. Should any member of this body actively and publicly campaign against a Republican endorsed candidate, that member may be removed from the Leadership Committee in accordance with the provisions of Article VIII, Section 2.

Section 5: Any elected member of the Leadership Committee, except State Central Delegates who announce their candidacy for Federal or State elected public office, shall be placed on immediate leave of absence and if he/she receives endorsement or runs in the Primary Election, he/she shall resign their position on the Leadership Committee.

ARTICLE IX - AMENDMENTS

This Constitution may be amended by a two-thirds ($\frac{2}{3}$) vote of the delegates present at any BPOU Convention, provided that the proposed amendments be first referred to a duly appointed Constitution Committee, and that the Official Convention Call will indicate that constitutional amendments will be considered.