

**CONSTITUTION  
OF THE  
SENATE DISTRICT 48  
ORGANIZING UNIT DEMOCRATIC-FARMER-LABOR PARTY**

**Article I.**

**Section 1. Name.** The name of this organization is the Senate District Organizing Unit 48 Democratic-Farmer-Labor Party.

The words "Senate District", "Senate District Unit", "Organizing Unit", or "Unit" used in this document shall refer to the full name of the organization.

**Section 2. Membership.** Membership in this Party is open to all residents of Senate District 48 Organizing Unit who support the principles of the DFL Party in Minnesota. No member of any other political party may vote within the DFL Party.

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

**Article II.  
Subordination**

This Constitution is subordinate to the pertinent parts of the Constitution and Bylaws and Official Call of the State DFL Party and the Third Congressional District DFL.

**Article III.  
Unit Convention**

**Section 1. Notice.** Written notice of the date, time and place of a convention shall be mailed or presented to all delegates and alternates to any convention at least ten days before the date of the convention.

**Section 2. Membership.** The Unit Convention shall be composed of precinct delegates, upgraded alternates, and Distinguished Party Leader Delegates as defined in the State DFL Constitution, who reside within the Unit. A precinct may cast only one vote for each delegate present and voting. A majority of the delegates and upgraded alternates registered at the convention shall constitute a quorum.

**Section 3. Business of the Unit Convention.** The Unit shall hold an annual convention.

In odd years, the convention shall:

- a. Elect the Chair, Vice Chair, Outreach Officer (if

specified in the unit constitution), Secretary, and Treasurer

- b. Consider local Resolutions
- c. Consider amendments to this Constitution
- d. Conduct any other party business that properly comes before it

In even years, the convention shall

- a. Elect party officers not elected in odd years
- b. Elect State Convention delegates and alternates
- c. Elect State Central Committee members and alternates
- d. Endorse candidates for the State Senate
- e. Separate into House District conventions and endorse for State House of Representatives
- f. Consider Resolutions
- g. Consider amendments to this Constitution
- h. Conduct any other party business that properly comes before it

**Article IV.  
Central Committee**

**Section 1. Central Committee.** The Central Committee shall be the governing body of the Unit between conventions. The Central Committee shall consist of the Unit's Executive Committee members, Precinct chairs and Vice Chairs elected at each precinct caucus every even-numbered year, each resident member of the Congressional District Central Committee and/or State Central Committee.

**Section 2. Central Committee Meetings.** The Central Committee shall meet at least three times per year. Meetings may be called by the Unit 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.

**Section 3. Dismissal for Cause.** The Central Committee may dismiss a member for cause on grounds of clear malfeasance or nonfeasance in office. For such dismissal, a two-thirds majority vote of the members present and eligible to vote is required, but only after the member is given thirty days' written notice specifying the cause and is granted a hearing as provided in the State DFL Constitution. The rules and procedures that must be followed for a dismissal are detailed in the State DFL Constitution.

**Section 4. Filling Vacancies.** A 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 dismissed for cause. The Central Committee, by a majority vote of the quorum at a meeting properly called 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 60 days of their occurrence.

**Section 5. Endorsements.** In the absence of any direction to the contrary by the Senate District Convention, the Central Committee may endorse candidates between conventions. Every endorsement ballot shall be a test of a quorum.

**Section 6. Local Constituency Caucus Organizations.**

**Subsection A. Charters.** The Central Committee may grant a charter to a constituency caucus as a local organization if the Central Committee finds that—

1. the caucus's membership consists of at least 10 members of the Party who meet the requirements of Article I, Section 2;
2. the caucus represents a discrete community of interest within the Party that is not geographically defined; and
3. the caucus has adopted bylaws (or organizational documents) that—
  - a. define a mission consistent with the Party's electoral goals;
  - b. provide that, when there has been an endorsement by the official DFL convention, commission, or central committee having jurisdiction, the caucus may not support or spend money for any candidate running in opposition to an endorsed DFL candidate;
  - c. provide that the caucus will not take a public position contrary to the DFL Ongoing Platform and Action Agenda. This provision does not preclude advocating for change within the DFL Party, and does not preclude taking a public stand that does not contradict the Platform;
  - d. provide that the caucus shall only operate within the granting unit's geographic jurisdiction;
  - e. provide that the caucus name includes the granting unit's name;
  - f. have been approved by the Central Committee; and
  - g. provide for their amendment only with

the approval of the Central Committee.

A Constituency Caucus's governing documents shall be subordinate to this constitution and bylaws, action taken under their authority, and the State Party's: constitution, bylaws, call, and action taken under their authority.

**Subsection B. Reports.** Each caucus chartered under Subsection A must annually file with the Secretary a report on its current officers, number of members, copy of current bylaws, and activities. If any such caucus has not filed a report in the past 15 months, then the Secretary must remind the caucus in writing about this requirement.

**Subsection C. Revocation.**

1. For failure to report. If a caucus does not file its report within 60 days after the Secretary's reminder under Subsection B, then the Secretary must notify the caucus by notice mailed to the last known address of the caucus's chair that the Central Committee may revoke the caucus's charter. The proposed revocation will appear on the agenda of the first meeting held at least 30 days after the Secretary mails notice of the proposed revocation.
2. For other cause. The Central Committee may also revoke a caucus's charter for any other cause, provided that proper notice of the proposed revocation is included in the notice of the meeting and a copy of said notice is mailed to the last known address of the caucus's chair by the same deadline.

**Article V.**

**Executive Committee and Officers**

**Section 1. Executive Committee.** The Unit's—Executive Committee shall be the governing body between Central Committee meetings. The Executive Committee shall consist of the Chair, Vice Chair (of different gender), Secretary, Treasurer, Outreach Officer, and thirteen Directors elected by the Unit Convention. Every effort shall be made to insure that at least six of the Directors be of the same gender. And two of the Directors shall be youth members at least 16 or less than 22 years of age at the time of election. Each member of the Congressional District Executive Committee residing in the Senate District Unit shall also be a member of the Unit Executive Committee. The quorum for Executive Committee meetings is 20% of its members.

**Section 2. Officers and Their Duties.**

**a. CHAIR:** It shall be the duty of the Chair to convene the Unit Convention (following the procedures described in the Call) and preside at meetings of the Unit's Central Committee and Executive Committee. The Chair shall attend meetings of the State and Congressional District Central Committees or insure the attendance of at least one of the officers of the

Executive Committee at those meetings in his/her absence. The Chair shall also perform all other duties incident to the office.

**b. VICE CHAIR:** The Vice Chair shall preside at Central and Executive Committee meetings, and convene the Unit Convention, in the absence of the Chair. It shall be his/her further duty to assist the Chair in the discharge of the Chair's duties, and to attend meetings of the State and Congressional District Central Committees.

**c. OUTREACH OFFICER:** The Outreach Officer shall be responsible for outreach to underrepresented groups within the Senate District Organizing Unit, and shall perform all other duties usually incident to the office of Outreach Officer in the DFL Party.

**d. SECRETARY:** It shall be the duty of the Secretary to preserve the minutes and attendance records of all proceedings of the Executive and Central Committees. The Secretary shall, at the direction of the Chair, notify members of the Executive and Central Committees of meetings of this organization. The Secretary shall perform all other duties usually incident to the office of Secretary.

**e. TREASURER:** The Treasurer shall have charge of the funds of this organization, and shall make no disbursement thereof without authority or ratification by the Central Committee, Executive Committee or Chair. The Treasurer shall perform all other duties usually incident to the office of Treasurer.

**f. DIRECTORS:** The Directors shall perform those functions assigned to them from time to time by the Executive Committee or the Central Committee, including participating as a chair, co-chair, or member of a Unit Committee. There shall be a total of 13 directors elected.

**Section 3. Committees.** The Executive Committee ~~may~~ shall establish committees to execute the business of the Executive Committee and the Unit organization, and shall designate members to chair and serve on those committees. These committees may include, but are not limited to: Fundraising, Events, Communications, Voter ID/GOTV, Publicity, and Issues and Research.

**Section 4. Terms of Office.** The term of any party officer begins at the adjournment of the convention or meeting at which they were elected. They shall serve in their role until a successor has been duly qualified and elected.

## **Article VI. General Rules**

**Section 1. Disposition of Party Records.** Upon leaving office, a Party officer shall turn over all Party records, books and properties to his/her successor.

**Section 2. Notice of Executive and Central Committee Meetings.** Notice of Executive and Central Committee meetings, specifying time, place and agenda, including

specifically notice of intent to elect, shall be mailed or presented to all members of the 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 other method with guaranteed arrival. Notice may be sent by electronic communication, such as email or fax, to members who have consented to electronic notice. An agenda shall be prepared by the Unit Chair prior to the meetings of the Executive and Central Committees and shall be included in all notices.

**Section 3. Endorsements/Resolutions of Support.** 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 convention or Central Committee meeting making the endorsement, and every ballot shall be a test of quorum. No convention or Central Committee representing a geographical area less than the area competent to elect the public official 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. Instead of a formal endorsement, a convention or Central Committee may adopt a resolution of support for a particular candidate, subject to the rules in the preceding sentences of the Section. No candidate may receive an endorsement or a resolution of support unless he or she appears in person before the applicable body.

**Section 4. Bylaws and Their Amendment.** Bylaws concerning matters not expressly governed by nor in conflict with this Constitution may be adopted or amended by a majority vote of the Convention. Bylaws may also be adopted or amended by the Central Committee, provided such adoptions or amendments receive a sixty percent (60%) vote of approval. A copy of any proposed change in 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 the body in question, nor by the Constitution and Bylaws of the State DFL, nor by the Official Call, shall be governed by Robert's Rules of Order, newly revised.

**Section 6. Amendments and Supersedes.** This Constitution may be amended by a majority vote of the delegates at any Convention and will supersede any all previous Constitutions and Bylaws of the Unit. Amendments will take effect upon adjournment of the Convention at which it was adopted. A copy of this constitution shall be filed with the State DFL Party Office.