

# CONSTITUTION of the SENATE DISTRICT 58 DEMOCRATIC-FARMER-LABOR PARTY

*As Amended at the March 10, 2018 DFL58 Convention.*

## Article I.

### Name, Membership, and Eligibility for Party Office

**Section 1. Name.** The name of this organizing unit is Senate District 58 Democratic-Farmer-Labor Party.

**Section 2. Membership.** Membership in this Party is open to all residents of Senate District 58 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 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 Constitution and Bylaws of the State DFL and 2nd Congressional District.

## Article III.

### Senate District 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 Senate District Convention shall be composed of delegates, alternates upgraded to delegate status, and Distinguished Party Leader Delegates as defined in the State DFL Constitution and Congressional District Constitution, who reside within the Senate District. A delegate or upgraded alternate may cast only one vote. A majority of the delegates and alternates serving as delegates registered at the convention shall constitute a quorum.

**Section 3. Business of the Senate District Convention.** The convention shall elect party officers, State/Congressional District Convention delegates and alternates, and State Central Committee members and alternates, endorse candidates for the State Legislature, adopt resolutions, amend this Constitution, and conduct any other party business that properly comes before it. The convention shall meet as a whole when endorsing a State Senate candidate. The Convention will separate into House District Conventions to endorse candidates for the State House of Representatives. See article IV. Section 3.

## Article IV.

### Central Committee

**Section 1. Central Committee.** The Central Committee shall be the governing body of the Senate District 58 DFL between conventions. The Central Committee shall consist of the Senate District Executive Committee members, precinct chairs, and vice chairs, elected at each precinct caucus every even-numbered year,

each member of the Congressional District Central Committee residing in the Senate District, and each State Central Committee member residing in the Senate District.

**Section 2. Central Committee Meetings.** The Central Committee shall meet at least quarterly. Meetings may be called by the Senate District Chair, or 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. 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 4. 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 a member is given thirty days' written notice specifying the cause and is granted a hearing.

**Section 5. Filling Vacancies.** A vacancy occurs for the following reasons: resignation, death, change of residence to a jurisdiction other than the one from which he/she was elected, or dismissed for cause. The Central Committee, by a majority vote of the quorum at a meeting properly called after notice of intent to elect, may declare a vacancy and fill that vacancy. Only those vacancies specified in the meeting notice may be filled at that meeting. Elections shall be held within 120 days of the vacancy.

## Article V.

### Executive Committee and Officers

**Section 1. Executive Committee.** The Senate District Executive Committee shall be the governing body between Central Committee meetings. The Executive Committee shall consist of the Chair, Vice Chair, Outreach and Inclusion Officer, Secretary, Treasurer, Communications Officer, and 12 Directors elected by the Senate District Convention, with gender balance of the Directors as required by the State DFL Constitution. Each member of the Congressional District Executive Committee residing in the Senate District shall also be a member of the Senate District Executive Committee. The Executive Committee is responsible for the general management of Senate District 58 DFL party business subject to the approval of the Central Committee.

**Section 2. Executive Committee Meetings.** Meetings of the Executive Committee may be called by the Senate District Chair, or by one-eighth of the membership of the Executive Committee. The quorum for Executive Committee meetings is 20% of its members.

### Section 3. Duties of Officers.

**a. CHAIR:** It shall be the duty of the Senate District Chair to convene the Senate District Convention (following the procedures described in the Call) and preside at meetings of the Senate District Central Committee and Executive Committee. The Chair shall be a delegate to the State Central Committee and the Congressional District Executive and Central Committees. 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 Senate District Convention, in the absence of the Chair. It shall further be his or her duty to assist the Chair in the discharge of the Chair's duties, and to be a delegate to the State and Congressional District Central Committees. The Vice Chair shall be of opposite gender to the Chair.

**c. OUTREACH AND INCLUSION OFFICER:** The Outreach and Inclusion Officer shall be responsible for outreach to underrepresented groups within the Senate District and shall perform all other duties usually incident to the office of Outreach and Inclusion 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 Executive Committee, the Central Committee, or the Chair. The Treasurer shall submit a full written report of receipts and disbursement at each meeting of the Central and Executive Committees. The Treasurer shall also complete all state required reporting. The Treasurer shall cooperate with any audit conducted under Article VI, Section 8, of this Constitution. The Treasurer shall perform all other duties usually incident to the office of Treasurer.

**f. COMMUNICATIONS OFFICER:** It shall be the duty of the Communications Officer to maintain the district Web site and manage all district social media activities, to send district communications on behalf of the chair, executive committee and central committee; and to maintain an electronic repository of important district documents. The Communications Officer shall perform all other duties usually incident to the office of Communications.

**g. DIRECTORS:** The Directors shall perform those functions assigned to them from time to time by the Executive Committee or the Central Committee.

**Section 4. Committees:** The Executive or Central Committee shall establish committees as needed to execute the business of the Executive Committee and the Senate District organization. The Chair shall recommend, to the Central Committee or Executive Committee, chairs, and members to serve on established committees.

**Section 5. Temporary Succession:** The order of succession shall be Chair, Vice Chair, Outreach and Inclusion Officer, Secretary, Treasurer.

## 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 and place, shall be sent in writing or presented to all members not less than ten days in advance of the meeting, except

that such notice may be provided not less than seventy-two hours in advance by personal delivery, telephone, or other electronic means. An agenda shall be prepared by the Senate District Chair prior to the meetings of the Executive and Central Committees and shall be included in all notices.

**Section 3. Quorum.** A duly called Executive or Central Committee meeting need not adjourn for lack of a quorum, though no vote requiring a quorum shall be held. If a Central Committee meeting lacks a quorum, the meeting may proceed as though it were a duly called Executive Committee meeting if at least 20% of Executive Committee members are present.

**Section 4. Endorsements.** 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.

**Section 5. Bylaws.** Bylaws concerning matters not expressly governed by nor in conflict with this Constitution may be adopted by a majority vote of the Senate District Convention.

**Section 6. Amendments.** This Constitution may be amended by a majority vote of the delegates at any Senate District Convention. This Constitution or its Bylaws may also be amended by the Senate District Central Committee, provided such adoptions or amendments receive a sixty percent (60%) vote of approval. A copy of any proposed change in the Constitution or Bylaws shall be included in the meeting notice.

**Section 7. 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 Congressional District DFL or State DFL, nor by the Official Call, shall be governed by Robert's Rules of Order, most recently revised.

**Section 8. Audit.** An internal audit of Senate District finances will be completed annually. An audit may additionally be called for by a majority vote of the Senate District Central Committee members present and voting. At its earliest opportunity, the Central Committee shall adopt procedures for conducting the annual internal audit. The Central Committee may adopt or modify these procedures by a majority vote.

**Section 9.** This Constitution and its Bylaws supersede all previous Constitutions and Bylaws of the Senate District 58 DFL Party.

**Section 10.** This Constitution shall be in full force and effect immediately after its adoption at the 2018 Senate District 58 Convention.

*Approved at the March 10, 2012 DFL58 Convention.*

*Amended at the March 8, 2014 DFL58 Convention.*

*Amended at the April 9, 2016 DFL58 Convention.*

*Amended at the March 10, 2018 DFL58 Convention.*