



Constitution and Bylaws

of the
**Democratic-Farmer-Labor Party
of Minnesota**

Minnesota DFL
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As amended through April 2010

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CONSTITUTION AND BYLAWS OF THE MINNESOTA DFL PARTY

(Last amended by the State Convention on 24 April 2010)

PREAMBLE

We, the members of the Democratic-Farmer-Labor Party, in the State Convention assembled, in order to organize and perpetuate a representative, effective and responsible party organization in the State of Minnesota, affiliate with and advance the interests of the Democratic Party nationally, sustain and advance the principles of liberal democracy, and uphold human rights, civil rights and constitutional government, do establish this Constitution.

Bylaws to the Constitution of the Democratic-Farmer-Labor Party of Minnesota are intended to further define and explain the operating procedures of the party. They are organized in parallel to the Constitution to make easier reference to the specific words of the Constitution begin further defined, but this does not absolutely limit the application of the Bylaw to the specific part of the Constitution noted. The Bylaws can be added to or amended by the State Central Committee or State Convention as provided for in Article X of the Constitution. Such changes can be made when necessary to improve the operation of the party. It is not intended that changes in the Bylaws shall alter principles of the party as set forth in the Constitution.

ARTICLE I

NAME, MEMBERSHIP AND ELIGIBILITY FOR PARTY OFFICE

Section 1. Name.

The name of this organization is the Democratic-Farmer-Labor Party of Minnesota.

Section 2. Membership.

Membership in this party is open to all Minnesota residents who support the principles of the Democratic-Farmer-Labor Party of Minnesota. No person may vote on any motion, resolution, nomination or election at any caucus, convention, meetings or conference of the Democratic-Farmer-Labor Party who is a member of any other political party.

Section 3. Eligibility for Party Office.

Persons who meet the membership requirements of Article I, Section 2, are eligible for election to any party office of a DFL party organization within the geographic boundaries of where they reside, except as limited by Article III, Section 7. There shall be no age requirement for party office except as provided in Article IV, Section 1.

ARTICLE II SUBORDINATION

Section 1. Subordination.

The DFL Constitution and Bylaws are subordinate to the United States Constitution.

All DFL party organizations other than the precinct shall establish and adopt constitutions and bylaws subordinate to and in compliance with the DFL Constitution and Bylaws.

ARTICLE III GENERAL RULES AND POLICY

Section 1. Affirmative Action.

The state party chair and other DFL party officers at every level shall by affirmative steps encourage young people, the elderly, women, the handicapped and minority groups whether by race, ethnic groups, or sexual preference, to attend the precinct caucus and to seek election as delegates, members of party committees and officers; inform all persons how to effectively participate in the selection process; and encourage all Democrats to select affirmatively such individuals when voting, so that such groups shall be represented on such delegations in committees, and in party offices in reasonable proportion to their presence in the state.

Affirmative action shall provide a basis for review and challenge of officers and delegations as specified in the Bylaws and printed in the Call to Convention.

Bylaw Affirmative action shall be explained at the precinct caucuses and any higher level conventions and shall be included in the DFL Call to Convention.

Bylaw Before each ballot of all contested elections the delegates shall be reminded of the affirmative action policy of the DFL Party.

Bylaw All caucuses, conventions, committees and commissions shall be conducted in facilities accessible to people with disabilities. Braille, taped materials, disk or other electronic formats, or an interpreter for persons with auditory disabilities or language barriers shall be provided if the state office is notified at least thirty days in advance.

The State DFL Affirmative Action Commission shall be responsible for: (1) compiling a list of interpreters in all eight congressional districts; and (2) developing and raising the money for a fund adequate to pay for interpreters necessary under this Article.

All DFL speakers forums, headquarters, and 75% of each DFL organizing unit's or congressional district's fundraisers shall be held at accessible sites. Braille, taped materials, disk or other electronic formats, or an interpreter for persons with auditory disabilities or language barriers shall be provided for an event if the organizing unit or congressional district chair or associate chair is notified at least thirty days in advance.

Accessible sites shall meet State Building Code requirements, including the following: Entry – level or ramped surface, wide door

opening, low threshold; Interior circulation – a ramp, elevator, or platform lift shall connect different levels where activities are held; Restroom – wide door opening, maneuvering room, grab bars in the stall, sink with clearance underneath, grab bars and level control, low accessories. Any printed information, flyer, or invitation regarding a DFL activity shall contain one of the following statements: "Accessible Site": This means that all three of the criteria above have been met. "Partially Accessible Site": Some of the criteria have been met and people with disabilities should call for more specific information. The telephone number of a contact person to provide further information shall be provided on the printed information, flyer, or invitation. "Site Is Not Accessible": none of the criteria have been met.

The DFL State Affirmative Action Commission shall maintain a list of resources available to implement this Bylaw.

Bylaw All organizing units and congressional districts identified in Article V and VI shall adopt an affirmative action plan in accordance with procedures adopted by the State Central Committee.

Section 2. The Platform.

Subsection A. Ongoing Platform.

The DFL ongoing platform is the declaration of basic principles adopted by the State Convention for which the party stands. It represents the views and needs of the people who align themselves with the party.

Subsection B. DFL Action Agenda.

The DFL Action Agenda contains the specific positions adopted by each State Convention on important state and national public policy issues which the party supports in order to enact the principles in the ongoing platform. The DFL Action Agenda is effective until the next State Convention convenes, subject to any modifications or additions adopted by the State Central Committee between State Conventions pursuant to the Bylaws.

Subsection C. Lower Level Resolutions.

Organizing unit and congressional district conventions may pass resolutions relating to local matters, but they shall not adopt platforms.

Subsection D. Accountability.

The ongoing platform is the crucial basis for the party's endorsement of candidates for public office and should serve as the guide for action and accountability for elected officials.

Subsection E. Adoption and Amendment.

The ongoing platform may be amended by the State Convention, and an Action Agenda item shall be adopted by the State Convention, by a 60% affirmative vote of all ballots cast, including abstentions, but not including spoiled ballots.

Bylaw Additional Action Agenda items may be adopted as follows:

1. Additional Action Agenda items may be proposed by petition signed by at least 20 delegates to the State Central Committee and submitted to the State Commission on Platform and Issues with a copy to the State DFL Chair.
2. The Platform Commission shall edit and review the proposed Action Agenda item and submit the revised proposal, if any, and a copy of the original petition, including the names of the original signers, to the State DFL chair for inclusion in the notice of the next State Central Committee meeting.
3. The Platform Commission shall present the proposed Action Agenda item to the State Central Committee at its next meeting.
4. Any proposal may be removed from consideration at either the Platform Commission or the State Central Committee level at any time prior to final approval by a two-thirds vote of the petitioners.
5. No additional Action Agenda item shall be in opposition to the ongoing platform.
6. An additional Action Agenda item shall be adopted upon receiving a 60% affirmative vote of those voting on the issue at the State Central Committee.
7. Additional Action Agenda items shall expire when the next State Convention convenes.
8. Additional Action Agenda items are eligible for inclusion in legislative priorities.

Section 3. Equal Gender Division.

Whenever any caucus, convention, or meeting elects two or more of any of the following: delegates, alternates, directors, committee members, their alternates, commission members, their alternates and state level presidential electors; equal division by gender shall apply, unless the election is uncontested. This requirement shall apply to the entire delegation and to individual subcaucuses.

Election of delegates and alternates shall not be complete until the delegation and the individual subcaucuses are gender balanced. The convention chair shall be responsible for implementation of this provision by lot.

Section 4. Convention and Committee Rules.

Subsection A. General Rules.

At all levels except the State Convention, conventions may be called by the chair or by a majority of the Executive Committee.

Bylaw Reports of all caucuses and convention elections of delegates and alternates to higher level conventions or committees shall be submitted within five (5) days after said caucus or convention to the succeeding higher jurisdiction authority.

Bylaw At congressional district conventions and organizing unit conventions, delegates to pre-convention committees at the next higher level shall be elected at the convention or by the delegates and alternates elected to the next higher level. If the State Convention pre-convention committees are scheduled to meet before the congressional district convention, pre-convention committee delegates and alternates, who must be state convention delegates or alternates, will be elected by the congressional district central committee.

Bylaw The first order of business for all pre-convention committees shall be the election of permanent committee chair(s) and the adoption of committee rules.

Bylaw A unit may explicitly restrict the power of the chair to call conventions by requiring approval by specific percentage of the unit executive committee.

Bylaw Registration shall remain open at all conventions until adjournment.

Bylaw Delegates must be provided with both the old and new wording of any proposed constitutional change.

Bylaw No DFL Party caucus, convention, or endorsing commission shall require a mandatory registration fee. A registration fee is always voluntary and must be so stated.

Bylaw All DFL party organizations shall be required to supply recycling bins at all official party functions.

Bylaw A person not in attendance may be elected if the individual submits a letter to the precinct caucus or convention indicating a willingness to serve as a delegate, alternate or party officer.

Subsection B. Delegate Election Guidelines.

All delegates to any convention shall be elected so as to allow for a fair proportion by age, race, gender, candidate and issue preference. All members of organizing unit executive committees and congressional district and State Central and Executive Committees shall be elected so as to allow for the same fair proportions.

Bylaw Challenges may be made to delegations on the basis of the Delegate Election Guidelines of the Constitution if the challenge shows that either affirmative action guidelines or delegate voting system rules were violated in the election of the delegation.

Subsection C. Proportional Representation.

Proportional voting may be used in any election where more than two individuals will be elected to the same office. Whenever enough precinct caucus, convention, or committee members sufficient to elect one such office holder at any level of the party wish to use a proportional system of voting, then proportional voting shall be used. A motion for proportional voting shall be in order any time before voting for delegates begins. The acceptable methods of proportional voting shall be detailed in the Bylaws.

Bylaw The intent of the Proportional Representation rule in the Constitution is to elect delegates and alternates to conventions and committees in a proportional way at every level of the party. It is the basic voting rule which makes the affirmative action and the Delegate Election Guidelines principles of Article III meaningful and possible.

A motion to use a proportional voting system may be made prior to opening nominations for the election of delegates. If such a motion is not made and passed prior to nominations, and if after nominations are over, there are more nominees than delegate positions to be filled, the chair should ask, or it can be moved from the floor, if the body will use a majority voting system or a proportional voting system. A motion for a proportional system passes and proportion voting must be used if the motion is supported by a number equal to or more than the number of voters with enough strength to elect one delegate. The number of voters with enough strength, as a group, to elect their own delegate, shall be determined by dividing the number of delegates a caucus or convention is to elect into the total number of eligible voters at that caucus or convention. For example: if there are 100

voters at a caucus which is to elect 10 delegates to a convention, a group of 10 of those voters is large enough to elect its own delegate or to require that a proportional voting system be used which will allow it to elect its own delegates.

Several voting methods provide the proportionality required by this rule. At precinct caucuses, Democratic National Committee rules allow voters to vote secretly.

The DFL Call to Convention as approved by the State Central Committee may outline specific procedures for rules which satisfy the requirement of this Bylaw at the various party levels.

Subsection D. Alternate Delegates.

For each delegate elected to a DFL party convention, or the state central committee, an alternate delegate shall be elected. Alternates shall be seated as delegates in the manner by which they are elected. An alternate may not be seated or removed while a ballot is in progress.

Bylaw Notification shall be made to alternates in the same manner as prescribed for delegates.

Bylaw If possible, a delegate must be replaced by an alternate of the same candidate and/or issue preference. Alternates will succeed to delegate status according to votes received and (if applicable) within their subcaucus. If there are no alternates available within a subcaucus, alternates will be raised by lot from among the highest ranking alternates within the other subcaucuses. Each subcaucus will be represented in the lot system in proportion to its delegation allocation strength.

Bylaw State Central Committee alternates shall be elected and ranked. In the event of a permanent replacement, the highest ranking alternate of the same gender shall move up and is replaced by electing a person of the same gender as the new last ranked alternate of that gender. In temporary upgrading, an alternate not of the same gender may be upgraded if no alternates of the same gender are available.

Subsection E. Instruction and Voting of Delegates.

No delegate to a convention shall be instructed or bound. Each delegate shall cast his/her vote independently of the other members of his/her delegation. No voting by proxy shall be permitted at any convention or meeting of any party organization. At any convention or meeting other than the precinct caucuses, balloting (when called for) shall be open, and not secret, but a written ballot may be called for by the chair or moved and then supported by one-third of the voting body, provided the ballot is signed.

Bylaw No person shall be prevented from voting for fewer candidates than the number of positions for which he/she is entitled to vote.

Bylaw All ballots in electing officers or delegates must be so written by the person voting as to indicate each individual candidate's name. Ballots marked "slate" are invalid.

Subsection F. Contested Delegates.

All contested or challenged seats shall be decided by the convention at the level the challenge occurs, according to the guidelines recommended by the State

Central Committee. No delegate shall vote on a challenge brought to that delegate's seating. Further, no delegation shall vote on a challenge brought to that delegation's seating.

Subsection G. Annual Conventions.

A constitution of an organizing unit, as defined in Article V, or of a congressional district may allow for annual conventions. If the unit constitution allows for annual conventions, those conventions shall divide the business conducted for biennial conventions as follows: Odd number years — elect the party officers of chair, associate chair, secretary, treasurer and affirmative action officer, adopt or amend a constitution, adopt resolutions and conduct informational and training workshops; Even numbered years — elect remaining party officers authorized by the constitution with the exception of those listed for odd-numbered year conventions, endorse a candidate for public office if appropriate, adopt or amend a constitution, adopt resolutions for platform consideration, elect delegates and alternates to the next higher unit convention and conduct such other business as may come before it.

Subsection H. Official DFL Endorsements.

Official DFL endorsement of a candidate for public office requires a 60 percent affirmative vote of those delegates present and voting at the convention, central committee, or commission making the endorsement, and every ballot shall be a test of a quorum. No convention, central committee, or commission representing a geographical area less than the area competent to elect the public official may endorse a candidate. No one may vote on an endorsement unless he/she is a resident of the area in which that 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. Official DFL endorsement for any endorsee shall terminate upon the swearing in for said office, except for purposes of Article VII, Sections 1(c), 2 and 7.

Bylaw The phrase "60 percent affirmative vote" means that to be endorsed, a candidate must receive 60 percent of the votes cast on that ballot, excluding blanks and abstentions. The phrase "every ballot shall be a test of a quorum" means that if the total ballots cast for, against, no endorsement, and abstentions, fall below the quorum number, no endorsement takes place on that ballot.

Bylaw Units considering party endorsement for candidates for public office shall use the general principles of the ongoing DFL state platform as a criterion for bestowing said endorsement.

Bylaw In the event that a non-endorsed candidate is the winner of a primary, a post-primary convention or central committee meeting may be called for the purpose of considering an endorsement. If called, it must be held within eighteen (18) days after the primary.

Bylaw The Minnesota DFL Party at all levels shall not provide support and funds to candidates unless they are duly endorsed, or are seeking an office without party designation and are not running

against a duly endorsed candidate. Nothing in this Bylaw shall be interpreted to prohibit recruitment of candidates. The Party may support, defend, or cooperate with a public official elected with the Party's endorsement or nomination, or who caucuses with the Party in the body to which the official is elected, as long as such support, defense or cooperation does not give the elected official an unfair advantage in seeking an endorsement or otherwise interfere with the endorsement process.

Bylaw An instruction by a convention by a simple majority vote of the delegates that the central committee shall not endorse will be effective through the general election unless otherwise stated by the convention, or unless the endorsed candidate withdraws or is incapacitated.

Bylaw If a candidate who has been endorsed by a unit of the DFL Party gives personal endorsement, financial assistance, or other public support or public assistance to any candidate running against a DFL-endorsed candidate for any public office, or engages in any other act of malfeasance or nonfeasance, the central committee of the unit that endorsed that candidate may revoke the endorsement by a two-thirds majority vote of the members eligible to vote, following the procedures in the Bylaw under Article III, Section 17.

Subsection I. Provisional Endorsement.

The Party may support or fund a candidate for an office, other than a federal or state-wide office, in a calendar year when the office will not appear on the general election ballot if the endorsing jurisdiction's convention or central committee confers a provisional endorsement by a 90 percent vote at a meeting properly called with notice of intent to provisionally endorse. The process of provisional endorsement is subject to Subsection H, above. A provisional endorsement will expire on December 31st of the calendar year in which the provisional endorsement was given. The central committee of the unit conferring a provisional endorsement may terminate such endorsement at any time by majority vote.

Subsection J. Limitations for Delegate Positions.

A party member endorsed and elected on a partisan ballot may be elected only as a delegate or alternate to the State Central or Executive Committees as provided for in Article VII, Section 2. Elected and endorsed officials not elected under Article VII, Section 2 shall be entitled to floor privileges without vote at all meetings. Distinguished Party Leader Delegates who are delegates-at-large under Article VII, Section 1(b) may not be elected as a delegate or alternate to the State Convention under Article VII, Section 1(a).

Subsection K. Alternates and Visitors.

At all conventions, alternates and visitors must be clearly separated from officially accredited delegates.

Bylaw Special floor passes shall be issued for an interpreter or other personal care assistant for any delegate or upgraded alternate who submits a request to the credentials committee. Such persons may be seated in close proximity to the delegate or alternate they are assisting, but shall play no role in the convention.

Subsection L. Open Meetings.

That portion of any convention or other meeting that is endorsing a candidate for public office or is taking a stand on a public ballot question, or that is electing any delegate, alternate, officer or other representative who can vote on any such endorsement or stand, is open to the public (including the print, video and electronic media), subject to reasonable rules as to seating, floor access and other administrative matters. Any other meeting, or portion thereof, of any Party organization at any level is likewise open unless (1) that meeting closes its proceedings by a 2/3 vote for a stated reason, or (2) a member subject to dismissal for cause under Article III, Section 17, opts for a closed hearing.

Section 5. Central Committee Rules.

Subsection A. Meetings.

Central committees shall meet at least semi-annually. Meetings may be called by the chair, or by written petition of a majority of the executive committee.

Subsection B. Endorsements.

In the absence of any direction to the contrary by a convention or commission, a central committee may endorse candidates between conventions or commissions. Every ballot shall be test of a quorum.

Bylaw The endorsing privilege extended to central committees by the Constitution means that if a convention or endorsing commission fails to make an endorsement, or does not act on a possible endorsement in its jurisdiction, and does not wish an endorsement to be made, it must, by a simple majority vote, so instruct its central committee before it adjourns.

Subsection C. Filling Vacancies.

Each central committee is responsible for declaring vacancies in its membership elected at its governing convention. A vacancy occurs for the following reasons: position not being filled by the governing convention, resignation, death, change of residence to a jurisdiction other than the one from which he/she was elected, or dismissal for cause.

A majority vote is sufficient to declare a vacancy, although no such declaration is necessary if the position was not filled by the governing convention. The central committee may fill such vacancy only at a meeting properly called with notice of intent to elect. A vacancy may be filled at the meeting at which the vacancy is declared, but only if the notice for that meeting included the intent to elect to fill that vacancy. Only those vacancies specified in the meeting notice may be filled at the meeting. Vacancies shall be filled within 120 days of their occurrence, except that a central committee need

not fill a vacancy that occurs in the same calendar year as, and before, the next regular election for that office.

If a vacancy occurs for delegate to any central committee, then the first alternate of the same gender is raised to delegate and a new last ranking alternate is elected by the central committee.

Subsection D. Vacancy of the Chair.

In the case of the vacancy of the chair, except at the state party level, the associate chair shall succeed that person to office, and a new associate chair shall be elected by the central committee.

In the event of a vacancy in the position of State Chair, the position of State Associate Chair shall also be declared vacant effective as of the time of the election of a new State Chair. The incumbent State Associate Chair shall be eligible for election as State Chair, and shall also be eligible for reelection as State Associate Chair in the event the newly elected State Chair is not of the same gender.

Section 6. Executive Committee Rules.

Subsection A. Meetings.

Executive committees shall meet at least quarterly. Meetings may be called by the chair, or by written petition of one-eighth of the members of the committee.

Subsection B. Affirmative Action.

Each executive committee shall be responsible for affirmative action within its jurisdiction.

Subsection C. Vacancies.

Any officer or director of an executive committee who shall have three consecutive unexcused absences from executive committee meetings, if notified after two absences, shall be considered as resigned, and the position shall be declared vacant.

Section 7. Party Officer Rules.

Subsection A. Party Officers.

Party officers are chair, associate chair, secretary, treasurer, affirmative action officer and any other party officers as may be specified in the constitutions of DFL party organizations. Organizing unit and congressional district officers shall include at least eleven (11) directors.

Party officials are all members and their alternates of all party central and executive committees.

Officers and officials take office at the adjournment of the convention or meeting at which they were elected. All party officers elected at organizing unit, congressional and state conventions shall be officers of their respective executive committees and central committees.

Associate chairs shall be of different gender from the chairs.

The order of temporary succession of officers shall be: chair, associate chair, secretary, treasurer, affirmative action officer and members of the executive committee in the order listed on the report of the convention or commission electing them.

Bylaw Failure of any party officer to perform the duties prescribed by governing constitutions or bylaws shall constitute non-feasance and shall be cause for removal from office.

Bylaw Personal endorsement, financial assistance or other support or assistance by a party officer or official to a candidate running in opposition to an endorsed DFL candidate shall constitute malfeasance and shall be cause for removal from office.

Bylaw The State DFL Party shall train the chairs, associate chairs and treasurers of all party units. This training shall include, but not be limited to, training in how to comply with the laws, regulations and reporting requirements of all electoral jurisdictions, e.g., the Federal Elections Commission and the State Campaign Finance and Public Disclosure Board. This training shall be conducted on an annual basis so that all party officers responsible for the party's affairs can comply with the aforesaid laws, regulations and reporting requirements.

Bylaw No individual may cast more than one vote on any ballot or issue. At any meeting, conference or convention, an individual who is eligible to vote in more than one capacity shall register in the capacity that maximizes the total number of votes that can be cast.

Subsection B. Limitation for Party Office.

No individual serving in an office filled by partisan ballot or as an elected salaried official of a city of the first class or of a county containing a city of the first class may serve as a party officer, except as authorized by Article VII, Section 2. Party officers must be elected according to the gender requirements of this Constitution. No individual who is a candidate for or serving in an elected public office filled by ballot shall be eligible for the party positions of state chair or state associate chair.

Subsection C. Limitations on Activities.

The State DFL chair and associate chair and paid employees of the State DFL Party shall refrain from endorsing or promoting the endorsement of candidates prior to their official endorsement by the appropriate party organization. The chair and associate chair of each other party unit shall refrain from endorsing or promoting the endorsement of candidates in their party unit or any lower-level unit prior to the official endorsement by the appropriate party organization. Nothing in this provision shall be interpreted to prohibit recruitment of candidates. The State DFL chair and associate chair and paid employees of the State DFL Party shall support only candidates endorsed by the appropriate party organization.

Subsection D. Disposition of Party Records.

Upon leaving office, a party officer shall turn over all party records, books and properties to his/her successor or to the convention or central committee charged with electing her/his successor.

Bylaw Party officers at all levels shall be responsible for keeping minutes, transactions, treasury accounts, membership rosters, and other appropriate records of DFL meetings, and such records shall be available for examination to any member of the DFL Party upon request at a reasonable time after reasonable notice. When the law requires that any financial or other information must be publicly reported, then compliance with the law satisfies this bylaw, and the responsible officer need not compile or disclose the publicly reported information any earlier or in any other manner than the law requires.

Section 8. Notices.

Subsection A. Conventions.

Written notice of the date, time and place of a convention or special endorsing commission shall be mailed or presented to all delegates and alternates to any convention or endorsing commission other than the State Convention at least ten days before the date of the convention or commission meeting.

The State Chair shall notify the State Convention delegates and alternates of the time, place and date of the State Convention and any other pertinent information. Such notice shall be mailed to each delegate and alternate at least 20 days before the convention.

Subsection B. All Other Meetings.

Notice of all other meetings, specifying time, date and place, 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 such notice may be provided not less than 72 hours in advance of the meeting if given by telephone, personal delivery, express mail, or any other method, with guaranteed arrival at least 72 hours in advance.

Section 9. Quorum.

The State Executive Committee quorum shall be a majority.

The State Central Committee quorum shall be a majority of the delegates registered and one-third of the organizing units represented.

The State Convention quorum shall be the number of delegates sufficient to cast a majority of votes at that convention.

A quorum of all other conventions, including endorsing commissions shall be a majority of those registered at the convention. A unit may set a higher quorum in its constitution.

At all other levels, the minimum quorum shall be 20% for the transaction of business by the central and

executive committees, unless that level's constitution establishes a higher quorum.

In all cases, persons serving solely as a result of being elected to a position by a higher level Party body shall not be counted in determining the number required for a quorum or whether a quorum is present at a meeting.

Section 10. Electronic Meetings.

Subject to the provisions of this Constitution and Bylaws, and according to the governing documents of any party unit, electronic meetings may be conducted to act on matters when time, weather or special circumstances do not permit a regular meeting.

Section 11. DFL Party Candidates Average Vote.

The term DFL Party Candidates Average Vote as used in this Constitution refers to a specific formula used in the allocation of delegates and is defined precisely in the Bylaws.

Bylaw The DFL Candidates Average Vote is calculated by taking the sum of votes cast in the two most recent general elections for DFL candidates in the five highest ranking offices (as listed below) and dividing by five. The ranking of the offices for this purpose shall be President, U.S. Senator, Governor and Lieutenant Governor, Attorney General, Secretary of State, and State Auditor.

Section 12. Inter-District Delegate Apportionment.

When an organizing unit is split geographically between congressional districts, State Convention delegates shall be apportioned between the congressional district geographic units.

Section 13. Prorating.

No prorating of votes shall be allowed.

Section 14. Constituency Caucuses.

Subsection A. Charters.

The State Central Committee may grant a charter to a constituency caucus as an organization within the Party if the State 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. have been approved by the Constitution & Bylaws Commission; and
- e. provide for their amendment only with the approval of the State Central Committee or the Constitution & Bylaws Commission.

A Constituency Caucus's governing documents shall be subordinate to the 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 State DFL Secretary, the State DFL Executive Director, the Constitution & Bylaws Commission, or their designee, 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 State DFL 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 State DFL Secretary must notify the caucus by notice mailed to the last known address of the caucus's chair that the State 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 State DFL Secretary mails notice of the proposed revocation.
2. For other cause. The State Central Committee may also revoke a caucus's charter for any other cause, provided that notice of the proposed revocation is included in the notice of the meeting distributed as provided in Section 8, Subsection A of this Article, and a copy of said notice is mailed to the last known address of the caucus's chair by the same deadline.

Subsection D. Local organizations.

A congressional district, organizing unit or other party unit with electoral jurisdiction may grant or revoke a charter to a constituency caucus or other organization at the local level if—

1. the unit's constitution provides for such a charter;
2. the chartered organization will operate entirely within the party unit's geographic jurisdiction, and will not engage in any activity that the party unit itself cannot engage in;
3. the organization is subject both to the party unit's constitution and to the State Party's constitution, bylaws, and call, and action taken under their authority; and
4. the organization's name includes the party unit's name.

Subsection E. Use of Party's name.

No organization may use the initials "DFL" or the name "Democratic-Farmer-Labor" in its name unless it is chartered under this Section 14 or otherwise organized under this Constitution.

Section 15. Party Unit Constitutions.

Each party organization described in Article V, VI or VIII shall adopt a constitution to govern the conduct of its affairs. A copy of each constitution, or of any amendment to such constitution, shall be filed with the state DFL office, which shall maintain a file of current constitutions of all party organizations.

Bylaw Within 30 days following adoption of a new constitution or an amendment of an existing constitution by such a party organization, the chair of the party organization shall transmit a copy of the new constitution or the amendment to the state DFL party office.

Upon receiving a complaint that one or more provisions of a party unit constitution conflicts with this State DFL constitution, the State Constitution and Bylaws Commission shall review the unit's constitution. Any irregularity of any nature will be communicated to the party organization's executive committee for amendment by its central committee within 90 days from the date of notice, and said amendments shall then be forwarded to the Constitution and Bylaws Commission at the state DFL party office. In the event any party organization has not corrected any irregularities within the 90-day period, said organization's state central committee delegates/alternates shall not be seated at future state central committee meetings until such time as the irregularities have been corrected and forwarded to the Constitution and Bylaws Commission.

Section 16. Public Ballot Questions.

For purposes of this section, the term "Public Ballot Question" means local election ballot questions such as school board levies, local charter changes or local referenda; State Constitutional amendments; or recall attempts as outlined in the Minnesota State Constitution.

The process for taking a formal DFL Party position on any Public Ballot Question and, if desired, placing the question on the official DFL Sample Ballot, is as follows: A Convention or Central Committee of a party unit may, at least 35 days prior to the election, take a

formal stand on a Public Ballot Question by a 60% affirmative vote. The motion before the body must clearly state whether the party unit is urging the public to cast a "yes" or a "no" vote on the particular question. If available, the actual language that will appear on the election ballot must be provided to the delegates/members. When a Central Committee is the body being asked to take a position, the notice of the meeting must indicate that taking an official position on a Public Ballot Question will be considered at the meeting.

The Convention or Central Committee of the DFL party unit having the smallest jurisdiction which includes the entire electoral district that will vote on the Public Ballot Question is the body that will have authority for taking an official stand on that question and determining whether that stand will appear on the official DFL Sample Ballot. Only the members of that body who reside in the electoral district will vote on the Public Ballot Question will be eligible to vote on taking the position.

Section 17. Dismissal for Cause.

A committee or commission may dismiss for cause any person holding a position filled by the committee or commission, or by its convention or business conference, only on the grounds of clear malfeasance or non-feasance in office. For such dismissal, a two-thirds majority of the vote of the members present and eligible to vote is required, but only after the person is given 30 days written notice specifying the cause and is granted a hearing.

Bylaw Before a committee or commission member may be discharged, the committee or commission shall notify that person in writing and state its grounds for the proposed dismissal in reasonable detail together with a statement that the member may make a written request for a hearing before the committee or commission within 30 days after receipt of this notification. If within 30 days after the receipt of this notification the member makes a written request for a hearing before the committee or commission, it shall be granted before final action is taken. If no hearing is requested within such period, it shall be deemed acquiescence by the member to the committee's or commission's proposed action and the termination shall take effect at the end of the 30-day period.

Any hearing held pursuant to this section of the Bylaws and appropriate section of the Constitution shall be upon appropriate and timely notice to the member and shall be private or public at the discretion of the member. At the hearing, the committee or commission and the member may each be represented by counsel at its or his/her own expense, and such counsel may examine and cross examine witnesses and present arguments. The committee or commission shall first present evidence to sustain the grounds for dismissal and then receive evidence presented by the member. Each party

may then present rebuttal evidence. Dismissal of the member shall be based upon substantial and competent evidence in the record. All witnesses shall be sworn upon oath administered by the presiding officer of the committee or commission. The secretary of the committee or commission shall issue subpoenas for witnesses or the production of records pertinent to the grounds upon the request of either the member, committee or commission. If requested, either by the member, committee or commission, the committee or commission shall record the proceedings at the hearing and either party may obtain a transcript thereof at its own expense.

After the hearing, the committee or commission shall issue a written decision and order. If the committee or commission orders dismissal, its decision shall include the findings of fact based upon competent evidence in the record and shall be served on the member accompanied by an order of dismissal within ten (10) days after conclusion of the hearing. If the decision of the committee or commission is favorable to the member, the proceedings shall be dismissed and the decision entered into the committee's or commission's minutes.

ARTICLE IV PRECINCT PARTY ORGANIZATION

Section 1. Precinct Caucuses.

The basis of party organization structure shall be the precinct caucuses held on the date prescribed by the Call. The caucus Call shall be prescribed by the State Central Committee. The Call shall be issued at least 20 days before the date set for the holding of such caucuses and shall include the notice of organizing unit, congressional district and State Conventions. The Call to each precinct shall set forth the number of delegates that precinct is entitled to elect to the organizing unit convention, the number of delegates the organizing unit is entitled to elect to the State Convention, and other pertinent information.

Only persons eligible to vote at the next general election who attend the caucus of this party for the precinct in which they reside and support the purpose of the Democratic-Farmer-Labor Party as stated in the preamble shall be entitled to vote at the caucus or be elected a delegate, alternate or a party officer. In addition, a person who would be eligible to vote in the next general election, except that the person will be under age 18 but at least age 16 by that election, may run for and vote for party office and may participate in other caucus business, other than voting for or running for delegate or alternate or voting on preference ballots for elective office.

Voting for delegates to the organizing unit convention shall be in accordance with Article III, Section 4.

Section 2. Precinct Organization.

The precinct caucus shall elect a caucus chair and shall elect a precinct chair who need not be chair of the caucus. Each precinct shall elect delegates and alternates to the organizing unit conventions. One delegate and one alternate shall be elected for each 25 Democratic-Farmer-Labor Party Candidates Average Vote (defined in Article III, Section 11) and for a remaining fraction thereof. The caucus report shall indicate order of succession of alternates in accordance with the Bylaws. Persons eligible to be elected by the caucus may be elected delegates or alternates or to precinct office only if they have indicated in writing their willingness to serve.

The formulation of official party positions on major issues should begin at the precinct level. The caucus session may adopt resolutions and conduct such other business as may come before it. All resolutions passed at precinct caucuses and all higher bodies should be forwarded promptly to the next higher body for further consideration.

Bylaw The precinct caucus may elect associate chairs to assist and aid in the organization of the precinct for the party in accordance with the Constitution and Bylaws. These associate chairs should be listed in the caucus report to higher levels of the party and may be the alternate for the precinct chair on the organizing unit central committee.

Section 3. Precinct Chair.

The responsibility of the precinct chair shall be organization of the precinct for the party. The precinct chair may convene regular meetings of the DFL members in her/his precinct to consider the business of the party. The precinct chair's duties shall include the following: a canvass of residents to ascertain their party affiliation, with a record thereof; distribution of campaign literature; registration of all voters who can be expected to support the party; and organization of committees to get the party vote to the polls.

ARTICLE V ORGANIZING UNITS

Organizing units shall be established within the State such that every precinct falls within one organizing unit. The organizing unit shall be the basis of party organization beyond the precinct caucus. The boundaries of organizing units may be based on county, senate district or house district boundaries.

If a county contains three or more entire house districts, then it will be organized as house or senate districts. If a county contains less than three house districts, then it may organize as a county or by legislative district. Multiple counties that together do not include more than three entire house districts may

join together as one organizing unit.

An organizing unit may reorganize itself by adding a portion of an adjoining organizing unit or allocating part of its territory to another organizing unit. Any reorganization must be approved by the State Central Committee.

Section 1. Organizing Units.

Subsection A. Conventions.

An organizing unit convention shall be held in each even-numbered year. An organizing unit constitution may allow for annual conventions.

Authority. The unit convention shall be the governing body of the organizing unit.

Membership. Unit conventions shall be composed of the following persons who reside within the organizing unit: precinct delegates and alternates seated as delegates and Distinguished Party Leader Delegates (as defined in Article VII, Section 1(b)).

Business. The unit convention shall elect organizing unit officers and officials, elect (in accordance with Article III, Section 4) delegates and alternates to the State Convention to serve until the next statewide precinct caucuses, and may adopt or amend the unit constitution, adopt resolutions for platform consideration, and conduct such other business as may come before it. (Annual conventions see Article III, Section 4, Subsection G.)

Subsection B. Officers.

The party organizing unit officers shall consist of a chair, associate chair, secretary, treasurer, affirmative action officer, and such other officers as may be specified in the organizing unit constitution.

Subsection C. Central Committee.

Authority. The unit central committee shall be the governing body of the unit between conventions.

Membership. The unit central committee shall consist of the executive committee, precinct chairs, and each member of the congressional district central committee residing within the unit.

Subsection D. Executive Committee.

Authority. The unit executive committee shall be the governing body of the unit between meetings of the central committee.

Membership. The unit executive committee shall include the unit officers and each member of the congressional district executive committee residing within the unit.

Section 2. Senate Districts.

For organizing units that are complete senate districts, the senate district convention and organizing unit convention may be held concurrently. If a senate district is not established as an organizing unit, the

convention will be held separately.

Subsection A. Conventions.

In districts electing a member of the State Senate, a convention shall be held each even-numbered year. Such conventions may be held concurrently with house district conventions. In years in which the district does not elect a senator, the house district conventions may become sessions of the senate district convention.

Authority. The senate district convention shall be the governing body of the senate district party.

Membership. Senate district conventions shall be composed of the following persons who reside within the senate district: precinct delegates and alternates seated as delegates and Distinguished Party Leader Delegates (as defined in Article VII, Section 1(b)).

Business. The senate district convention shall elect senate district officers and officials, shall recruit and may endorse a candidate for the State Senate and aid in the election of the candidate. The convention may conduct such other party business as may come before it.

Subsection B. Officers.

The senate district officers shall be a chair, associate chair, secretary, treasurer, affirmative action officer, and such other officers as may be specified in the senate district constitution.

Subsection C. Special Committee.

In the absence of a regular senate district central committee authorized by the senate district constitution, a special senate district committee is authorized. Such a special senate district committee shall consist of the senate district officers, precinct chairs, and all members of the State Central Committee residing within the senate district. This special committee is authorized to fill vacancies among the senate district officers and to endorse candidates between meetings of the senate district convention.

Section 3. House Districts.

If a house district is not established as an organizing unit, it will not adopt a constitution or elect officers, and it will operate under the authority of the senate district.

Subsection A. Conventions.

In districts electing a member of the State House of Representatives, a convention may be held each even-numbered year. Such conventions may be held concurrently with the convention of the senate district.

Authority. The house district convention shall be the governing body of the house district party.

Membership. House district conventions shall be composed of the following persons who reside within the house district: precinct delegates and alternates seated as delegates and Distinguished Party Leader Delegates (as defined in Article VII, Section 1(b)).

Business. The house district convention shall recruit

and may endorse a candidate for the State House of Representatives and aid in the election of the candidate. If the house district is established as an organizing unit, the convention shall elect house district officers, adopt or amend the house district constitution, and conduct such other business as may come before it.

Bylaw The following senate districts are established as organizing units: 5, 7, 14, 15, 19, 32-47, 49-67.

Bylaw The following counties are established as organizing units, except for the portions included in the senate districts listed above: Aitkin, Becker, Beltrami, Benton, Big Stone, Blue Earth, Brown, Carlton, Cass, Chippewa, Chisago, Clay, Clearwater, Cook, Cottonwood, Crow Wing, Dodge, Douglas, Faribault, Fillmore, Freeborn, Goodhue, Grant, Houston, Hubbard, Isanti, Itasca, Jackson, Kanabec, Kandiyohi, Kittson, Koochiching, Lac Qui Parle, Lake, Lake of the Woods, LeSueur, Lincoln, Lyon, Mahnommen, Marshall, Martin, McLeod, Meeker, Mille Lacs, Morrison, Mower, Murray, Nicollet, Nobles, Norman, Olmsted, OtterTail, Pennington, Pine, Pipestone, Polk, Pope, Red Lake, Redwood, Renville, Rice, Rock, Roseau, Sherburne, Sibley, Steele, Stevens, Swift, Todd, Traverse, Wabasha, Wadena, Waseca, Watonwan, Wilkin, Winona, Yellow Medicine.

Bylaw The following partial districts are established as organizing units, including the precincts not organized by senate district or county listed above: Anoka-17, Anoka-48, Scott-25, Saint Louis-06, Saint Louis-08, Stearns-13, Wright-18.

ARTICLE VI

PARTY ORGANIZATIONS IN CONGRESSIONAL DISTRICTS

Section 1. Conventions.

Authority. Congressional district conventions shall be the governing body of the district and shall be held each even-numbered year. A congressional district constitution may allow for annual conventions.

Membership. Congressional district conventions shall be composed of the following persons who reside within the congressional district: State Convention delegates and alternates seated as delegates, who reside in the organizing unit from which elected, State Party officers at the time of the congressional district convention and Distinguished Party Leader Delegates (as defined in Article VII, Section 1(b)).

Bylaw A congressional district constitution may allow organizing units within its jurisdiction to elect up to an equal number of additional delegates and alternates to serve only as congressional district convention delegates and alternates.

Business. The convention shall elect congressional district party officers and officials. It shall be the function of the convention to endorse a candidate for the United States House of Representatives in accordance with Article III, Section 4. The convention shall elect two persons, either delegates or alternates to the State

Convention, for membership on each pre-convention committee established by the State Executive Committee, and two persons either delegates or alternates to the State Convention, to serve as alternates to each pre-convention committee. In presidential election years the convention shall also nominate a presidential elector and an alternate elector not of the same gender, and elect the National Convention delegates and alternates allotted the district in accordance with Article III, Section 4, the Bylaws, and the rules and directives of the State Executive Committee and Democratic National Committee. The convention may adopt or amend a constitution. The convention may adopt petition resolutions for platform consideration and conduct such other business as may come before it. (Annual conventions also see Article III, Section 4, Subsection G.)

Section 2. Officers.

The congressional district officers shall consist of a chair, associate chair, secretary, treasurer, affirmative action officer, and at least eleven directors.

Section 3. Central Committee.

Authority. The congressional district central committee shall be the governing body of the congressional district between conventions.

Membership. The congressional district central committee shall include the executive committee, members of the State Central Committee residing within the congressional district, and such other members as the congressional district constitution may provide.

Business. Between conventions, the central committee is empowered to fill vacancies among the following: a presidential elector nominee, or the endorsed congressional candidate.

Section 4. Executive Committee.

Authority. The congressional district executive committee shall be the governing body of the congressional district between meetings of the central committee.

Membership. The executive committee shall be composed of the party officers, members of the State Executive Committee residing within the district, and such other members as the congressional district constitution may provide.

Business. The executive committee is responsible for the general management of the congressional district party business subject to the approval of the congressional district central committee.

ARTICLE VII
STATE PARTY ORGANIZATION

Section 1. Convention.

Authority. The State Convention is the supreme governing body of the party in Minnesota.

Membership. (a). Delegates. There shall be 1,200 delegate votes at the State Convention apportioned among the organizing units in proportion to the Democratic-Farmer-Labor Party Candidates Average Vote (defined in Article III, Section 11) provided that no organizing unit shall have less than three votes (except an organizing unit without enough DFL Candidates Average Vote to be allotted a vote, the vote and method of electing to be determined by the State Central Committee).

An organizing unit allotted six votes or more shall elect delegates with one vote each. An organizing unit allotted less than six votes shall also elect delegates with one vote each, unless the organizing unit constitution provides that the organizing unit will elect twice as many delegates with ½ vote each. An amendment to an organizing unit constitution to change the delegation size will take effect in the year following its adoption. Allotments among parts of organizing units divided between more than one congressional district shall be rounded to the nearest one-half vote, except that the minimum allotment shall be one-half delegate.

Membership. (b). Delegates-At-Large.

State party officers and the MYDFL president at the time the convention is called to order and congressional district chairs and associate chairs at the time the congressional district convention is called to order shall be delegates-at-large to the State Convention. The following Distinguished Party Leader Delegates shall also be delegates-at-large: DFL members of the State Senate and State House of Representatives, DFL State Constitutional Officers, DFL members of the U.S. Senate and U.S. House of Representatives from Minnesota, and any current or former U.S. Presidents or Vice Presidents who are Minnesota residents. Distinguished Party Leader Delegates shall also include the tribal chair of each Native American tribe whose tribal government headquarters is located in Minnesota, provided the chair is a resident of Minnesota and attended the DFL precinct caucus in the year the State Convention occurs. However, the tribal chair of such a tribe may designate another elected member of the tribal council who is a resident of Minnesota and who attended the DFL precinct caucuses in the year the State Convention occurs to act as the Distinguished Party Leader Delegate representing the tribe at one or more conventions during that year; provided the tribal chair gives written notice of such designation to the State DFL

Chair at least ten days prior to the convention at which the designation is to take effect.

Bylaw At the State Convention, Distinguished Party Leader Delegates shall be seated with the delegation for the organizing unit in which they reside.

Membership. (c). Non-Voting Delegates.

DFL endorsed and elected public officials and State Commission members of Constitution and Bylaws, Platform and Issues, and Affirmative Action not among those listed in Membership (a) or (b), shall be non-voting delegates.

Business. The State Convention shall elect convention officers and 16 state at-large directors. In presidential election years, it shall elect national committee members, and delegates and alternates to the National Convention in accordance with Article III, Section 4, and the Bylaws, and shall nominate presidential electors. It shall be the function of the State Convention to endorse candidates for statewide office and adopt a party platform, or provide for such endorsement and adoption. It may amend this Constitution and/or the accompanying Bylaws. It may transact such other business as may come before the Convention.

Committees. The State Chair, subject to the approval of the State Executive Committee, shall appoint co-convenors for the following committees: rules, credentials, nominations and such others as may be deemed necessary by the State Executive Committee. The first order of business for each committee shall be the election of a permanent committee chair. Each committee shall then perform the duties appropriate to its area of responsibility. The chairs of the rules committee, platform and issues commission and constitution and bylaws commission shall make the preliminary reports of their committees available to all delegates and alternates at least seven days prior to the opening of the State Convention. The nominations committee shall not recommend members of that committee for other state party office. Each chair(s) shall report their findings at the appropriate time on the Convention agenda for consideration by the State Convention. Eligibility for election to State Convention pre-convention committees (rules, nominations and credentials) is limited to delegates as defined by Article VII, Section 1, Membership (a) Delegates and (b) Delegates-at-large, other than Distinguished Party Leader Delegates. The State DFL affirmative action officer will be an additional voting member of the nominations committee of the state convention.

Section 2. DFL Endorsed and Elected Officials Delegates/Directors.

(a) The State DFL Chair shall convene a convocation at the State Convention of DFL endorsed and elected public officials and Distinguished Party Leader Delegates described in Article VII, Section 1(b). The business of the convocation shall be to elect 10 delegates to serve on the State Central Committee for a term of two years and elect three directors to serve on the State Executive Committee for a term of two years. The aforementioned delegates/directors shall serve on the appropriate committees at all levels of the party. This convocation shall fulfill the delegate election guidelines applicable under the Constitution and Bylaws. An individual who is serving as a delegate or alternate to the State Central Committee or State Executive Committee at the time of his or her election on a partisan ballot shall become an alternate to the delegates elected to the same body under this section for the remainder of the term.

(b) In a presidential election year, the State DFL Chair shall convene a convocation of the Distinguished Party Leaders listed in Article VII, Section 1(b) on the Saturday following the date of the precinct caucuses. The purpose of the convocation is to ratify the election as delegates-at-large of the Distinguished Party Leaders listed in Article VII, Section 1(b).

Section 3. State Party Officers.

State party officers shall be the chair, associate chair, secretary, treasurer and affirmative action officer elected at the DFL Business Conference, and the national committee members and 16 state at-large directors elected at the State Convention. They shall assume office at the adjournment of the convention or meeting at which they were elected. The finance chair shall also be a state party officer selected in accordance with Article VII, Section 5.

Bylaw Chair. The State DFL Chair shall be the chief executive officer and official spokesperson for the State DFL Party, shall appoint and manage the staff subject to the Personnel Subcommittee's oversight and to any policies adopted by the State Convention, State Central Committee or State Executive Committee, and shall perform such duties as outlined in the job description developed by the Personnel Subcommittee and such other duties as deemed necessary by the State Executive Committee. The Chair may be a volunteer, part-time or full-time position. The salary of the Chair shall be set by the State Executive Committee. The Chair shall report directly to the State Executive Committee.

Associate Chair. The State DFL Associate Chair, in the event of the temporary absence or incapacity of the State DFL Chair, shall assume the duties of the Chair. The Associate Chair shall also perform such duties as outlined in the job description developed by the Personnel Subcommittee and other duties as deemed necessary by the Chair. The Associate Chair may be a volunteer, part-time or full-time position. The salary of the Associate Chair shall be set by the State Executive Committee. The Associate Chair shall report directly to the State Party Chair.

Secretary. The Secretary shall be in charge of all the files and records of the party and of preparation of necessary documents.

The Secretary shall preserve such files and records and open them for examination at convenient and appropriate times at the request of any duly elected State Central Committee member.

Treasurer. The Treasurer shall have custody of the funds of the party and shall render written accounts of his/her receipts and reimbursements to each meeting of the State Central Committee and State Executive Committee. The Treasurer shall also make a full report for the handling of party funds, shall be under sufficient bond, the amount to be determined by the State Executive Committee. An audit of all financial records and transactions of the party shall be made at least once a year, and at other times as may be requested by either the State Central Committee or the State Executive Committee, by a certified public accountant. Copies of the Treasurer's report shall be sent to all members of the State Central Committee.

Affirmative Action Officer. The Affirmative Action Officer shall lead the DFL Party's efforts toward inclusive political participation, and strive to achieve DFL diversity in perspective and representation. The Affirmative Action Officer shall institute and maintain outreach programs aimed at recruitment and education of DFL members. The Affirmative Action Officer shall preside over the State Affirmative Action Commission and employ its assistance in affirmative action activities, and shall be a voting member of the nominations committee of the state convention. With the help of the Affirmative Action Commission, the Affirmative Action Officer shall provide training for all DFL Affirmative Action Officers.

Executive Director. The State DFL Chair, upon the recommendation of the Personnel Subcommittee and approval of the State Executive Committee, may appoint with annual review an Executive Director. The Executive Director shall be responsible for the management of the day-to-day business and financial operation of the State DFL Party office, and shall perform such duties as outlined in the job description developed by the Personnel Subcommittee and any other duties as deemed necessary by the Chair and/or State Executive Committee. The Executive Director shall be a full-time salaried position. The salary shall be set by the State Executive Committee.

Section 4. State Central Committee.

Authority. The State Central Committee shall be the governing body between conventions.

Membership. The State Central Committee shall consist of the State Executive Committee, ten elected officials as defined in Article VII, Section 2, plus the president and vice-president of the MYDFL, plus the chair and associate chair of the senate districts plus 332 representatives divided among the organizing units according to the Democratic-Farmer-Labor Party Candidates Average Vote (see Bylaw, Article III, Section 11), provided that each organizing unit shall have at least one vote (except an organizing unit without enough DFL Candidates Average Vote to be allotted a vote, the vote and method of electing to be determined by the State Central Committee).

An organizing unit allotted one vote shall send as its representative(s) the chair and/or associate chair. An organizing unit allotted two votes shall send as its representatives the chair and associate chair. An organizing unit allotted more than two votes shall send as its representatives the chair and associate chair and in addition they shall elect delegates-at-large. Organizing

unit representatives shall be elected at even-numbered year conventions and serve a term of two years.

For all State Central Committee delegates (including the chair, associate chair and delegates elected at large) ranked alternates shall be elected.

In addition, a county-wide DFL organization not subject to Article V as an organizing unit but with a constitution that has been approved in accordance with Article VIII, Section 4, shall be allotted one vote. Such vote shall be allotted to the county-wide organization's chair as delegate, with the associate chair acting as alternate, unless its constitution provides for different representatives of the organization.

In addition, each former State Party Chair or Associate Chair shall be an ex-officio, non-voting member of the State Central Committee if he or she accepts the position.

A poll by mail of the members of the State Central Committee may be taken on specific questions, provided such a poll is voted by the State Executive Committee. In such polls, at least 15 days must elapse between the mailing of ballots and the date set for the tabulation of returns.

Business. The State Central Committee shall fill vacancies among state officers, statewide delegates and alternates to National Conventions, endorsed candidates for statewide office, and statewide nominees for presidential electors. It may reconvene an adjourned State Convention. It may adopt or amend the Bylaws to the Constitution.

Section 5. State Executive Committee.

Authority. The State Executive Committee shall be the governing body between meetings of the State Central Committee.

Membership. The Executive Committee shall consist of the state party officers, the finance chair, the chair and associate chair of each congressional district (with the congressional district secretary, treasurer and affirmative action officer serving as alternates in that order, unless the congressional district constitution provides for other alternates or a different ranking), three voting directors elected by DFL endorsed and elected officials (as defined in Article VII, Section 2), and the president of the MYDFL. It shall also include as non-voting members, the chair(s) of each constitutionally authorized state commission, and members of the National Committee not elected by the State Convention or State Central Committee.

Business. The State Executive Committee shall be responsible to the State Central Committee for the general management of the party's business. It may also establish temporary committees. It shall establish a budget, including salaries, subject to State Central

Committee approval. All disputes and contests resulting from holding organizing unit and congressional district conventions shall be decided by the State Executive Committee, except those disputes to be decided under Article III, Section 3.

The State Executive Committee shall take any action necessary to ensure that the use of the designation "Democratic-Farmer-Labor", or any combination thereof, be restricted to persons or organizations authorized by the State Convention, the State Central Committee, or the State Executive Committee.

The State Executive Committee may call a meeting of any central committee. With the consent of the State Central Committee, the State Executive Committee may reconvene an adjourned State Convention.

Finance Chair. The finance chair shall develop fundraising strategies and carry out major donor fundraising activities for the State DFL Party. The finance chair shall be appointed by the State Party Chair and shall be confirmed by the State Central Committee. The finance chair shall serve at the pleasure of the State Party Chair, and the tenure of the finance chair shall coincide with the tenure of the State Party Chair who appointed him or her.

Bylaw The State Executive Committee shall establish subcommittees of its membership to assist in carrying out its duties. Each director shall serve on at least one of those subcommittees. The State Executive Committee may assign specific duties to individual members.

Bylaw The State Executive Committee shall have the authority to recommend and implement procedures for commissions. Authority for existing commissions shall be granted through governing conventions or through amending the Bylaws.

Bylaw The State Executive Committee shall establish a Budget/Finance Committee to propose the state budget and review state finances. The committee shall be made up of the State Party Chair, the State Party Associate Chair, the State Party Treasurer, the Finance Chair, 8 members selected from the State Executive Committee and one member elected by each congressional district from among its Treasurer and State Central Committee delegates and alternates.

Bylaw The Executive Committee shall establish a Personnel Subcommittee, which advises and oversees the Chair in appointing and managing the staff. The State Convention, State Central Committee, or State Executive Committee may establish general policies with respect to hiring and other personnel practices and may assign duties to employees but, to protect each employee's privacy, the Chair, in consultation with the Personnel Subcommittee, has the sole responsibility for hiring, reviewing, disciplining and removing any individual employee; for setting his or her compensation; and for ensuring compliance with any applicable law, collective bargaining agreement, or other contract. This bylaw does not limit the Executive Committee's power to establish, or the Central Committee's power to approve, a budget for salaries, which states salaries in the aggregate without identifying individual employees (other than the Chair and the Associate Chair, if salaried).

Section 6. State Party Commissions.

State party commissions shall include: Commission on Affirmative Action, Commission on Constitution and

Bylaws, and Commission on Platform and Issues; and shall function as described in the Bylaws.

Bylaw All commissions, except the Commission on Affirmative Action, shall be comprised of two delegates and two alternates elected by the congressional district conventions in even-numbered years and two delegates and two alternates elected by the State Executive Committee. In addition, the membership of the Commission on Platform and Issues shall include six DFL endorsed and elected officials elected at the convocation of elected officials described in Article VII, Section 2. In seating alternates, preference shall be given to the alternate of the same gender as the delegate. All commission members shall serve a term of two years, commencing at the adjournment of the State Convention held in even-numbered years and shall present its recommendations to the appropriate governing bodies.

Any proposal by any DFL task force, committee or commission within the authority of a state party commission shall be made available to the appropriate commission prior to the next State Central Committee meeting.

A. Commission on Affirmative Action.

1. The State Affirmative Action Commission shall be a compliance and review commission in terms of affirmative action programs and delegate selection and in turn shall make recommendations to appropriate governing bodies.

2. The State Affirmative Action Commission shall consist of:

- a. the State Affirmative Action Officer,
- b. two delegates, not of the same gender, and two alternates, not of the same gender, elected by each congressional district convention,
- c. the eight congressional district affirmative action officers,
- d. the Affirmative Action Officer of the MYDFL,
- e. two delegates, not of the same gender, elected by the State Executive Committee, and
- f. persons nominated by the State Affirmative Action Officer and confirmed by the State Executive Committee from special underrepresented communities, such as: youth, senior citizens, men, women, labor, ethnic minorities, persons with disabilities, farmers, and sexual orientation.

3. The Affirmative Action Commission shall elect an associate chair (not of the same gender as the Affirmative Action Officer) from among its members.

4. The Affirmative Action Commission and the Affirmative Action Officer shall be accountable to the State Executive and Central Committees.

5. Each congressional district and organizing unit shall have a similar affirmative action commission.

6. The Affirmative Action Commission shall prepare an affirmative action plan and shall submit the plan for approval and implementation to the State Executive Committee. It may establish a date for organizing unit and congressional district affirmative action plan submission. The Commission shall also provide guidance in development, implementation, and follow-up of organizing unit affirmative action plans.

7. The Affirmative Action Commission shall assist the State Affirmative Action Officer providing training for all DFL affirmative action officers.

8. The Affirmative Action Commission shall identify resources for accessibility for persons with disabilities, including Braille translation, taping, disk or other electronic formats, interpreters for people with auditory disabilities and site accessibility requirements. It may establish a date for affirmative action plan submission.

9. The Commission shall be properly funded to carry out its mandate.

B. Commission on Constitution and Bylaws.

The Commission on Constitution and Bylaws shall have as minimum objectives:

1. Perform periodic reviews of the following documents in relation to the Constitution and Bylaws of the DFL Party, with a view toward resolving any conflicts with the Constitution:

- a. The National Charter of the Democratic Party.
- b. The DFL Affirmative Action Plan.
- c. Delegate Selection Rules for the Democratic National Convention.
- d. Minnesota Election Laws.
- e. Constitutions of subordinate DFL organizations, as prescribed in Article VIII, Section 4.

2. Review and draft the Caucus and Convention Call.

3. Draw by lot the members to the rotating three-person Constitution Review Board, which shall have authority to recommend settlements and remedies of constitutional challenges, disputes, and interpretations to appropriate governing bodies.

4. Recommend refinements/changes to the Constitution and Bylaws of the DFL Party.

5. Continue drafting of Bylaws to the Constitution of the DFL Party, reporting recommended changes to the State Central Committee and/or the DFL State Convention.

6. Make educational opportunities regarding the Constitution and Bylaws available to party organizations whenever possible. This includes the use of commission members in presentations.

7. Schedule and conduct hearings (as appropriate) throughout the state for the purpose of receiving input on recommended changes, additions or refinements to the Constitution and Bylaws. The Commission will solicit recommendations from DFL elected officials and party officers.

8. Prepare a final report for action by the State Convention.

C. Commission on Platform and Issues.

The Commission on Platform and Issues shall develop platform criteria and form procedures for the ongoing process of resolutions from the caucuses and an orderly procedure for the convention. It shall also monitor and evaluate for informational purposes the implementation of platform planks by appropriate governmental bodies and report the results to the appropriate party officials. It will bring to the attention of subsequent caucuses and conventions those platform planks which have and those which have not been enacted. It may identify current and timely issues that are not addressed in the platform in order to present them to the appropriate governing bodies. The Commission may develop task forces and may hold hearings between conventions. The Commission shall not issue a resolution or issue statement as an official position of the DFL Party, but may propose resolutions to the State Convention, Business Conference, State Central Committee, or State Executive Committee. It may develop a manner for topical issues to be developed and a procedure to recommend to the State Central Committee for action. The Commission shall present specific recommendations for inclusion in the DFL Call to Convention to the Commission on Constitution and Bylaws.

D. Vacancies.

Any member of a commission, other than ex-officio members, who shall have three consecutive unexcused absences from commission meetings, if notified by the commission after two such absences, shall be considered to have resigned, and the position shall be declared vacant. The member's alternate, if any, shall become the member. The resulting vacancy shall be filled by the appropriate

central committee or other body responsible for filling vacancies in such position.

Section 7. DFL Business Conference.

A one-day DFL Business Conference will be held during each odd-numbered year, on a date between February 1 and April 30 determined by the State Central Committee. The Business Conference will be held in a congressional district other than the one where the previous State Convention was held and the one where the next State Convention will be held.

Membership. The persons eligible to vote at the Business Conference will be the current members of the State Central Committee (with their alternates serving as alternates to the Business Conference).

Business. The agenda of the Business Conference will include the following items:

a) Election of the following state party officers: State DFL Chair, Associate Chair, Secretary, Treasurer and Affirmative Action Officer. These officers will assume office at the adjournment of the Business Conference,

- b) Discussion of issues,
- c) Training and outreach,
- d) Party building.

The Business Conference may not adopt amendments to this Constitution or Bylaws, and may not amend the ongoing platform. However, the Business Conference may adopt additional Action Agenda items pursuant to the Bylaw under Article III, Section 2.

DFL Endorsed and Elected Officials Convocation.

The State DFL Chair shall convene a convocation at the Business Conference of DFL endorsed and elected public officials and Distinguished Party Leader Delegates described in Article VII, Section 1(b) to fill any vacancies in the positions that were elected at the convocation at the State Convention.

ARTICLE VIII

OTHER ELECTORAL JURISDICTIONS

Section 1. Electoral Jurisdictions Not Provided for Elsewhere.

In an electoral jurisdiction for which this Constitution does not otherwise provide a means of endorsement, the central committee of the party having the smallest jurisdiction which includes the electoral jurisdiction shall be responsible for the party's affairs in elections in that electoral jurisdiction, unless that electoral jurisdiction has established a constitution approved by the State Central Committee.

Section 2. Special Endorsing Commission.

Authority. A special endorsing commission for an election in a electoral jurisdiction not provided for elsewhere may be called by the central committee having jurisdiction if a commission is not authorized by the constitution of the electoral jurisdiction.

Membership. For an electoral jurisdiction equivalent to, or smaller than, a senatorial district in population, the delegates and alternates elected at precinct caucuses within that jurisdiction shall be delegates and alternates to the special endorsing commission.

For an electoral jurisdiction larger than a senatorial district in population, excluding cities of the first class, which are included in Section 3 below, the delegates and alternates to the State Convention who reside within the jurisdiction, or the delegates and alternates elected at precinct caucuses within that jurisdiction shall be delegates and alternates to the special endorsing commission.

Business. The special endorsing commission may recruit and endorse a candidate for each office open for election, and aid in the election of the candidate.

Endorsement involving an election in a subjurisdiction of such an electoral jurisdiction may be made by delegates to the special endorsing commission who reside within the subjurisdiction.

The special endorsing commission may conduct such other business as may be authorized by the constitution of the electoral jurisdiction.

Section 3. Cities of the First Class.

A city of the first class may conduct a special endorsing commission to endorse candidates for local office. Delegates to such a commission shall be elected at caucuses which may be held at a time different from the regular even-year organizational caucuses. Such caucuses and commissions shall follow the election laws and guidelines of regular caucuses and conventions. The date and arrangements of these caucuses and commissions shall be established by the central committee having jurisdiction.

Section 4. Operations of Electoral Jurisdictions.

Each electoral jurisdiction shall submit its constitution to the State Constitution and Bylaws Commission for approval. Each electoral jurisdiction shall conduct its operation in accordance with the provisions of this Constitution and Bylaws, including the general rules and policies in Article III hereof.

ARTICLE IX

AMENDING PROCEDURES FOR CONSTITUTION

This Constitution may be amended by a majority vote of the delegates at any State Convention of the Democratic-Farmer-Labor Party.

ARTICLE X

BYLAWS

Bylaws concerning matters not expressly governed by nor in conflict with this Constitution may be adopted or amended by majority vote of the State Convention.

Bylaws may be adopted or amended by the State Central Committee provided such changes receive an affirmative vote of 60% of those present and voting at the meeting. A copy of the proposed changes in Bylaws shall be included in the meeting notice of the State Central Committee.

ARTICLE XI

PARLIAMENTARY AUTHORITY

All State Convention matters not governed by this Constitution and its Bylaws or by convention rules or by law shall be governed by Robert's Rules of Order, most recently revised.

ARTICLE XII

NEW CONSTITUTION

This Constitution supersedes any and all other previous constitutions of the Minnesota Democratic-Farmer-Labor Party.

Bylaw Proofs of this Constitution and Bylaws shall be reviewed by the co-chairs of the Constitution and Bylaws Commission prior to publication.