

CONSTITUTION AND BYLAWS OF THE SENATE DISTRICT 55 DEMOCRATIC-FARMER-LABOR PARTY

ARTICLE I. Our Party

Section 1. Name

The name of this organization is the Senate District 55 of the Democratic-Farmer-Labor Party ("DFL").

Section 2. Membership

Membership in this Party is open to all residents of Senate District 55 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 stated in the DFL State Constitution, Bylaws and Call, persons who meet the membership requirements of Article I, Section 2 (eligible to vote by the date of the next general election and are not an active member of another political party), are eligible for election to any Party office.

ARTICLE II. Subordination

The Constitution is subordinate to the mandatory provisions of the Constitution and Bylaws of the appropriate Congressional District DFL and the State DFL Party as they relate to this Senate District.

ARTICLE III. Senate District 55 Convention

Section 1. Notice

Written notice of the date, time and place of a convention must be mailed or presented to all delegates and alternates to any convention at least fifteen (15) calendar days before the date of the Convention.

Section 2. Membership

The Senate District Convention is composed of precinct delegates and upgraded alternates seated as precinct delegates residing within the Senate District. A Precinct may cast only one vote for each delegate present and voting. Quorum is a majority of the delegates and upgraded alternates serving as delegates registered at the Convention.

Section 3. Business of the Senate District Convention

The Convention as a whole may endorse candidates for the State Senate, adopt resolutions, amend this Constitution, and conduct any other party business that properly comes before it. The Convention may subdivide appropriately for the following business:

- A. subdivision by House District for the endorsement of House candidates.

ARTICLE IV. Central Committee

Section 1. Central Committee

The Central Committee is the governing body of the Senate District between conventions. The Central Committee consists of Executive Committee members and precinct chairs, each member of the Congressional District Central Committee residing in the Senate District, and each State Central Committee member residing in the Senate District. In the absence of a Precinct Chair either Vice Chair from that precinct may serve as an alternate.

Section 2. Central Committee Meetings

The Central Committee should meet twelve (12) times per year. Meetings may be called or cancelled by the Senate District Chair, by one-eighth (1/8) of the membership of the committee, or by a majority of the Executive Committee.

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. Quorum must be satisfied for every ballot.

Section 4. Dismissal for Cause

The Central Committee may dismiss a member for good and adequate cause. For such dismissal, a two-thirds (2/3) majority vote of the members present and eligible to vote is required, but only after a member is given thirty (30) days written notice specifying the cause and is granted a hearing.

Section 5. Filling Vacancies

A vacancy occurs for the following reasons: resignation, abandonment (three (3) consecutive Central Committee Meeting absences without proper notification may be considered abandonment), ineligibility by death or change of residence (to a jurisdiction other than the one from which they were elected) or dismissal for good and adequate cause. A majority vote of a quorum at a properly conducted meeting is sufficient to declare a vacancy. The Central Committee, by a majority vote of the quorum, may fill such a vacancy at a meeting properly called after notice of intent to elect. Only those vacancies specified in the meeting notice may be filled at that meeting. Vacancies should be filled within sixty (60) days of their occurrence.

ARTICLE V. Executive Committee and Officers

Section 1. Executive Committee

The Senate District Executive Committee is the governing body between Central Committee meetings. The Executive Committee consists of the Chair, Vice Chair (of different gender), Secretary, Treasurer, Outreach and Inclusion Officer, Communications Officer, Data and Technology Officer, and at least seven (7) Directors (or as otherwise specified in the Constitution and Bylaws of the Democratic-Farmer-Labor Party of Minnesota), not more than half of whom shall be of the same gender. Each member of the Congressional District Executive Committee or State Executive Committee residing in the Senate District is also a member of the Senate District Executive Committee.

(NOTE RE: Number of Directors elected must not exceed the number allocated by the Official Call.)

Section 2. Duties of Officers

- A. **CHAIR:** It is the duty of the Senate District Chair to open the Senate District Convention (and follow the procedures described in the Official Call) and preside at meetings of the Senate District Central Committee and Senate District Executive Committee. The Chair must attend meetings of the State and Congressional District Central Committees or ensure the attendance of at least one (1) of the officers of the Executive Committee at those meetings in their absence. Further, the Chair will also carry out all other responsibilities associated with the position.
- B. **VICE CHAIR:** The Vice Chair presides at Central and Executive Committee meetings and the Senate District Convention in the absence of the Chair. Further, they assist the Chair in the discharge of their duties, and attend meetings of the State and Congressional Central Committees.
- C. **SECRETARY:** The Secretary will compile and preserve the minutes and attendance records of all proceedings of the Executive and Central Committees. The Secretary notifies members of the Executive and Central Committees of meetings of this Senate District at the direction of the Chair and performs all other duties usually associated with the office of Secretary.
- D. **TREASURER:** The Treasurer oversees the funds of this Senate District and will not make any disbursements without approval from the Executive Committee or Chair. The Treasurer will also carry out all other responsibilities typically associated with the role.
- E. **OUTREACH AND INCLUSION OFFICER:** The Outreach and Inclusion Officer leads the Senate District's efforts toward inclusive political participation and strives to achieve DFL diversity in perspective and representation. Outreach and Inclusion Officer institutes and maintains outreach programs aimed at recruitment and education of DFL members.
- F. **COMMUNICATIONS OFFICER:** The Communications Officer leads the Senate District's efforts, in collaboration with the Executive Committee, to build a positive reputation by carrying out research, set-up media platforms to comment on issues, plan content and write copy for publication in local newspapers; develop a social media strategy and ensure the Senate District social media tools and electronic calendars and sites are kept up to date.
- G. **DATA AND TECHNOLOGY OFFICER:** The Data and Technology Officer maintains the unit's electronic records and administers the unit website. They must attend training on the use of the DFL voter file and provide technical assistance on its use to the Senate District.

- H. **DIRECTORS:** The Directors perform those functions assigned to them from time to time by the Executive Committee or the Central Committee.
- I. **STANDING COMMITTEES:** At its first meeting, the Executive Committee should appoint Directors to establish, recruit, and lead Committees cited in Article V, Section 2 and to execute the business of the cited Committees and the Senate District organization. Within 90 days, the Directors should provide a report to the District Central Committee on Committee plans and needs. The committees may include other necessary committees as determined by the Central Committee. Standing Committees of the Senate District are:
 - a. Fundraising and Special Events
 - b. Voter Communications
 - c. Outreach and Inclusion
 - d. Finance and Budget Planning
 - e. Caucus and Convention Planning
 - f. Candidate ID and Recruitment

ARTICLE VI. General Rules

Section 1. Disposition of Party Records

Upon leaving office, a Party officer must turn over all Party records, books and properties to their successor.

Section 2. Notice of Executive and Central Committee Meetings

Notice of Executive and Central Committee meetings, specifying time and place, must be sent in writing by U.S. Mail, by email or presented to all members not less than ten (10) days in advance of the meeting nor less than forty-eight (48) hours by telephone. An agenda must be prepared by the Senate District Chair prior to the meetings of the Executive and Central Committees and must be included in all notices.

Section 3. 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, Central Committee or commission making the endorsement, and every ballot (excluding blanks and abstentions) must satisfy 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 they are a resident of the area and eligible to vote on the date 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 4. Amendments

This Constitution may be amended by a majority vote of the delegates at any Senate District Convention.

Section 5. Bylaws and Their Amendment

Bylaws concerning matters not expressly governed by nor in conflict with this Constitution may be adopted or 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 Bylaws must be included in the meeting notice.

Section 6. Parliamentary Authority

Parliamentary matters not governed by this Constitution and its Bylaws, nor by the rules of the body in question, nor by the Constitution and Bylaws of the State DFL, nor by the DFL Official Call, are governed by Robert's Rules of Order, most recently revised.

Section 7. Supersedure

This Constitution and its Bylaws supersede all previous Constitutions and Bylaws of the Senate District 55 DFL Party.

Section 8. Effectiveness

This Constitution and any subsequent amendments take effect upon adjournment of the convention or meeting at which they are adopted, unless a later effective date is specified.

Section 9. Quorum

For any Executive, Central or working Committee meeting, a quorum is required to conduct or transact business. Quorum consists of at least 20% of a body's membership, unless said body sets a higher level.

Article VII. Annual Business Conference

An Annual Business Conference must be held in odd-numbered years to conduct elections for the Senate District Officers and Directors and for any vacant party offices elected by the unit. Other business may be conducted, except for amending the party unit constitution.

- A. The business conference voting members are the members of the Senate District Central Committee.
- B. The business conference must be held between February 1 and April 30 of the odd-numbered year.

ARTICLE VIII. Code of Conduct

The Senate District 55 complies with all provisions of ADDENDUM B: CODE OF CONDUCT OF THE MINNESOTA DFL PARTY.

As amended March 28, 2026

CONSTITUTION AND BYLAWS OF THE SENATE DISTRICT 55 DEMOCRATIC-FARMER-LABOR PARTY

Addendum A: SD55 Rule Book

Rule 1:

The Chair has the authority to authorize expenditures up to \$200 total between Executive and Central Committee meetings if warranted and must report said authorization(s) at the next Central Committee meeting. *(adopted May 11, 2026)*