

The Constitution & Bylaws of the Minnesota Seventh Congressional District Democratic-Farmer-Labor Party

ARTICLE I

NAME & STATEMENT OF PURPOSE

Section 1. The name of this organization shall be the Minnesota Seventh District Democratic-Farmer-Labor Party (hereinafter "7th District DFL")

Section 2. The purpose of the 7th District DFL shall be:

- A.** To support and endorse a DFL candidate from Minnesota's Seventh Congressional District for election to the U.S. House of Representatives as its primary function,
- B.** To strengthen the organization and unity of the Minnesota DFL Party in the Seventh Congressional District and to promote the election of candidates for public office who support the principles of the DFL Party.
- C.** To provide a representative and responsible link between the county and legislative district DFL organizations in the Seventh Congressional District and the state DFL organization, and
- D.** To serve the needs of the county and legislative district DFL organizations within the Seventh Congressional District.

Section 3. The relevant sections of the Minnesota Constitution, Minnesota Statutes, and the Constitution & Bylaws of the State DFL Party are made part of this constitution.

ARTICLE II

MEMBERSHIP

Membership in the 7th District DFL shall be open to any resident in the Seventh Congressional District who supports the purposes of the DFL party and who is not a member of any other political party.

ARTICLE III

DISTRICT PARTY ADMINISTRATION

Section 1. General Management:

The general management of the affairs of the 7th District DFL shall be vested in the District Convention in the even-numbered years and the Business Conference in odd-numbered years; and subject thereto (in between conventions) in the District Central Committee, and subject to the determinations and directions of the said two bodies in the District Executive Committee.

Section 2. Election, Succession and Responsibilities:

- A. Conventions:** The 7th District DFL shall hold a convention in the even-numbered year and a business conference in the odd-numbered year. The date, time & place are to be decided by the Executive or Central Committee. 1. Odd-year 7th District DFL Business Conference:

A Business Conference in each odd-numbered year shall elect from the membership of the party the district offices as follows: Chair, First Vice Chair, (of different gender identity), Second Vice Chair, Secretary, Treasurer, Deputy Treasurer, and Outreach Officer; and conduct other 7th District DFL business as described in the State DFL Official Call, the State DFL Constitution, and this 7th District DFL Unit Constitution at the discretion of the 7th District DFL Executive or Central Committee. All officer candidates for the odd-year Business Conference must screen before the Nominations Standing Committee comprised of the same committee members from the previous year's 7th District DFL District Convention and/or 7th District DFL members appointed by the discretion of the 7th District DFL Chair. The persons eligible to vote at business conferences will be the members of the District Central Committee (with their alternates serving as alternates to the business conference) when the business conference is called to order (alternates to the aforementioned delegates shall be upgraded for voting eligibility as delegates in accordance with the documents that govern the 7th District DFL Convention); the current 7th District DFL Officers at the time of the odd-year convention; the other current eligible members of the 7th District DFL Executive Committee at the

time of the odd-year convention Each participant is eligible for only one (1) vote or one (½) vote in any matters that require a vote.

2. Even-year District Convention:

The 7th District DFL Convention in each even-numbered year shall elect no less than eleven, but no more than nineteen Directors; and shall elect delegates and alternates to State Committees and State Pre-Convention Standing Committees in accordance with the State DFL Official Call, and the State DFL Constitution and Bylaws.

Bylaw 1. *After the District Convention has voted to set the number of Directors on the Executive Committee, any Director slot not filled by election at the convention may be filled at a later date by a vote of the Executive Committee through a process determined by a majority of the Executive Committee.*

The even-year 7th District DFL Convention shall conduct all other 7th District DFL business as described in the State DFL Official Call, the State DFL Constitution and Bylaws, and this 7th District DFL Unit Constitution for a "District Convention" or "7th District DFL Convention."

B. Directors should expect to be assigned responsibilities based upon their abilities.

C. There shall be gender identity balance among the Directors; no more than 50% + 1 of the Directors shall be of the same gender identity.

D. Whenever a District Officer makes an announcement declaring him or herself a candidate for a National, Statewide or Congressional office, the office held by such announced candidate shall be declared vacant. **E.** In the case of any vacancy in the office of Chair, the First Vice Chair shall move up. The District Central Committee will fill any vacancy during the meeting following the official establishment and publication of the vacancy, accompanied by appropriate meeting notice.

Section 3. Duties and Powers of the Chair shall be:

A. To call and preside at meetings of the District Central Committee and the District Executive Committee with not less than 10 days written notice, or in an emergency 72 hours by other appropriate means of communication, **B.** To assign directors to serve in specific functions,

Bylaw 1. *With the approval of the Central Committee, the Chair may appoint up to three additional Directors to service in specific functions (i.e. Communications, Newsletter, Fundraising, Training, etc.)* **C.** To appoint the Chairs of Permanent, Temporary, or Special Committees when established and clarify the committee responsibilities.

D. Responsible for the Official 7th District DFL Convention Call to be sent to duly elected delegates and alternates to the 7th District DFL Convention, and a notice to all eligible voters to the Business Conference in each odd-numbered year,

E. To convene the 7th District DFL Convention in each even-numbered year, and the Business Conference in each odd-numbered year and act as Convener to those conventions,

F. To appoint a temporary Secretary or Treasurer, in the event of a vacancy in that office, to serve until the next Central Committee meeting,

G. To cause any amendments or changes to this Constitution or Bylaws made at the 7th District DFL Convention to be incorporated into an amended document, have it produced, and copies distributed, and/or sent electronically to the District Executive Committee, all Unit Chairs and have a copy filed with the State DFL Office, **H.** To attend the State Executive Committee and State Central Committee Meetings,

I. To ensure the District election reports reach the State DFL Office in proper time,

J. To receive copies of official reports to the Minnesota Campaign Finance Board filed by the District filed by the District Treasurer and assure compliance of same, and

K. To perform all duties and exercise all powers usually incident to the office of Chair.

Section 4. The Duties and Powers of the Vice Chairs shall be:

The First Vice Chair shall aid the Chair and shall fulfill the duties of the Chair in the absence of the Chair or in the event of the inability of the Chair to act. The First Vice Chair shall serve as a member of the State Executive Committee. The Second Vice Chair shall work on projects as directed by the Chair.

Section 5. The Duties and Powers of the Secretary shall be:

A. To record, report and preserve minutes and attendance records of all meetings of the District Central Committee and District Executive Committee, and to be responsible for minutes and attendance records of the District

Convention and Business Conference, plus forward required election reports to the Chair. **B.** At the direction of the Chair, to cause written notices of the Convention in even-numbered years and the Business Conference in odd-numbered years and meetings of the Central Committee and Executive Committee to be sent not less than 10 days prior to the meeting, or in an emergency 72 hours by other appropriate means of communication. Notice shall be sent to delegates, alternates and district legislators (where applicable).

C. And to perform all other duties usually incident to the office of Secretary.

Section 6. The Duties of the Treasurer shall be:

The Treasurer shall (1) manage all party funds, (2) pay the bills of the 7th District DFL, (3) make monthly bank account reconciliation, (4) submit a full written report of receipts and distributions at each Central and Executive Committee meeting and to the 7th District DFL Convention and Business Conference, and (5) submit an annual report of all financial records to the Executive Committee. The Treasurer shall also complete and submit any report of 7th District DFL finances or campaign contributions required by Minnesota Campaign Finance Board, and will provide the Chair with a copy of each such report. The Treasurer is authorized to expend up to \$200 for 7th District DFL obligations. Any expenditures exceeding that amount must be approved either by unanimous agreement of the Chair, Vice Chairs, Outreach Officer, Secretary, Treasurer, and Deputy Treasurer, or by vote of the Executive Committee or Central Committee.

Section 6 a. The Duties of the Deputy Treasurer shall be:

An individual that holds no other district party officer position. The Deputy Treasurer will assist the Treasurer in their duties. In the event that the Treasurer is unable to perform their duties, the Deputy Treasurer will become acting Treasurer.

Section 7. The Duties of the Outreach Officer shall be:

To develop an affirmative action plan for the district and suggest policies to implement action after approval by the Central or Executive Committee. To oversee the Outreach policies, assist operating Units where needed, and ensure that all Outreach plans of the organization are being fulfilled. To act as liaison between the County and Senate District Outreach Officers and the State Outreach and Inclusion Committee; serving on the Committee as defined in the State Constitution, attend District Executive Committee and Central Committee meetings plus State Committee meetings, and serve as a non-voting delegate to the State Central Committee.

Section 8. District Central Committee:

A. Composition: The District Central Committee shall consist of:

1. The District Party Officers who shall be the officers of the committee,
2. All members of the State Central Committee residing in the District,
3. All district members of the Outreach and Inclusion, Party Affairs, Platform, and Constitution Bylaws and Rules Committees,
4. The successful nominee of the party for that year's Primary Election for Representative in Congress or their appointed representative, only during the period in each election year between the Primary and the General Elections, and
5. At-Large Members of the State Executive Committee or any Democratic National Committee members residing in the Seventh Congressional District,
6. Any elected 7th District DFL legislator is an ex-officio member.
7. Automatic Reallocation of Delegates: If a member of the District Central Committee is a representative from a county unit, but is also a member possessing full voting rights by virtue of:
 - a) holding a District Office,
 - b) being an at-large member of the State Executive Committee or
 - c) serving as a DNC member, then the county unit he/she represents shall by action of its executive committee elect a substitute representative.

B. Meetings: The District Central Committee shall meet at least twice a year upon the call of the District Chair as set forth in Section 3 of this Article, and in addition, upon the call of any five voting members of the Committee with 10 days written or electronic notice, or in an emergency, 72 hours by other appropriate means of communication. Regular meetings as stated, and times and places may be scheduled by vote of the Committee itself. **C.** Duties and Authorities: The District Central Committee shall be the governing body of the Party between District Conventions in even-numbered years and the Business Conference in odd-numbered years. **D.** Certification: The District Central Committee shall have the power to withdraw certification or endorsement given to any candidate for cause shown after a hearing. Such withdrawal cannot be made unless passed by a vote of two-thirds of the District Central Committee present. Reasonable written or electronic notice of the hearing and the purpose thereof must be given to

the candidate and all members of said Committee.

Section 9. District Executive Committee:

A. Composition: The District Executive Committee shall consist of the District Party Officers, Directors and members of the State Executive Committee residing in the district.

B. Meetings: The District Executive Committee shall meet at least quarterly, and can meet in conjunction with the District Central Committee meeting, upon call of the District Chair and/or upon the call of any five voting members for the Committee with 10 days written notice. The District Chair, in an emergency may call a meeting within 72 hours by other appropriate means of communication. Additional meetings shall be determined by vote of the Central Committee.

C. Duties and Authorities: The District Executive Committee shall have authority over Party Affairs between meetings of the District Central Committee. The Executive Committee shall establish such permanent, temporary and special committees as from time to time may be needed.

D. Responsibilities: The District Executive Committee shall be responsible for planning, organizing and carrying out the District Convention in even-numbered years and the Business Conference in odd-numbered years. **Bylaw 1.** *Any emergency meeting called, shall have a specific item of business referenced in the notice of, and the meeting shall be limited only to that item.*

**ARTICLE IV
CONVENTIONS**

Section 1. The date, location and tentative agenda of all District Conventions in even-numbered years and the Business Conference in odd-numbered years shall be determined and publicized by the District Executive Committee. The District Convention shall be held each even-numbered year. The Business Conference shall be held each odd-numbered year. A majority of the delegates registered shall constitute a quorum. No voting by proxy will be permitted at any session or committee meeting.

Section 2. Pursuant to action of the State Central or Executive Committee, each organizing unit is entitled to a basic number of District Convention (in even-numbered years) votes based on the Party voting strength in each county (refer to the State Call). Business Conference (in odd-numbered years) votes are pursuant to Article III, Section 2, A, 1 in this Constitution.

Section 3. The 7th District DFL will adhere to the directions of the DFL Call in regards to the principles of Outreach and the voting procedures used.

Section 4. The Chair shall be responsible for the 7th District Official Call, which is the official notice to all delegates and alternates to the District Convention in even-numbered years. The District Chair shall send in writing or electronically as promptly as possible, in advance of the District Convention in even-numbered years, the District Call to delegates, alternates, County Units, 7th District DFL State Senators and Representatives, 7th District DFL Congressperson and the State DFL Office. When possible, the District Convention and Business Conference date, time and place will be announced at County Conventions. The Official notice shall contain the following:

1. Date, time and place of District Convention in even-numbered years and the Business Conference in odd-numbered years.
2. Purpose of the District Convention in even-numbered years and the Business Conference in odd-numbered years.
3. Pre-Convention committees and membership of each
4. Date, time and place of first convention committee meetings and names of convener(s)
5. List of accommodations in District Convention or Business Conference city

Section 5. The Executive Committee shall establish Pre-Convention Committees, determine their size, first meeting date and place, and appoint co-conveners for each. The District Chair shall convene the pre-convention committees.

Bylaw 1. *Each unit may elect one delegate and one alternate to serve on the Pre Convention Committees.*

Section 6. It shall be the function of the District Convention in even-numbered years to:

- A.** Elect directors, State Central Committee At-Large, members and as needed.
- B.** Elect State Convention delegates and alternates to serve on State Pre-Convention Committees as may be established by the State DFL Call,
- C.** Elect delegates to the Democratic National Convention pursuant to the State DFL

Call,

- D. Elect one Presidential Elector per the Call,
- E. Amend the District Constitution as necessary,
- F. Endorse a candidate for Congress,
- G. Consider Party matters applying specifically to District affairs, and
- H. Adopt District action items as needed.

Section 7. Alternates and visitors must be clearly separated from the officially accredited delegates throughout all proceedings of the District Convention in even-numbered years and the Business Conference in odd-numbered years. No upgrading of alternates may take place during a vote.

Section 8. Any action to endorse or support any candidate for any public office shall require a 60 percent affirmative vote of the District Convention during even-numbered years.

Section 9. Whenever there is any division in the voting on any matter before the District Convention in even-numbered years and the Business Conference in odd-numbered years, the recorded votes shall be taken by counties. Each county delegate Chair or in their absence another delegate, acting on their behalf shall report the vote of their county. In taking the vote within the county, each delegate present shall cast only one vote, or a proportional vote assigned when seated as a delegate. Each delegate shall cast their own vote independently of the other delegates from that county. A secret ballot may be called for by the Chair or moved and then supported by one-third of the voting body. No county shall send an instructed delegation to the District Convention in even-numbered years and the Business Conference in odd-numbered years.

ARTICLE V DISPUTES, REMOVALS & VACANCIES

Section 1. All contests as to seats at a District Convention in even-numbered years and the Business Conference in odd-numbered years shall be decided by the Convention at the level the challenge occurs, according to guidelines recommended by the Central Committee. All other disputes resulting from challenges shall be resolved by the Official State DFL Call.

Section 2. The 7th District Central Committee may dismiss a member, or successor, elected at its governing convention, for cause only on the grounds of clear malfeasance or nonfeasance in office. For such dismissal a two-thirds vote of the eligible members is required, but only after the member is given 30 days written notice specifying the cause and is then granted a hearing. After the hearing, the committee shall issue a written decision and order.

Section 3. Vacancies in any District Party Office, except as provided in Article III, Section 2 of this Constitution, shall be filled at a regularly scheduled meeting of the District Central Committee, and provided the person chosen receives a majority vote of the Committee voting membership present.

ARTICLE VI OTHER AUTHORITIES

All District Conventions in even-numbered years and Business Conferences in odd-numbered years matters not governed by this Constitution, the Convention Call and Rules or by Law, shall be governed by Roberts Rules of Order, Newly Revised.

ARTICLE VII FILING CONSTITUTION AND HISTORICAL DOCUMENTS

Section 1. A copy of this Constitution with all amendments shall be filed with the District Secretary, the State Constitution Rules and Bylaws Standing Committee, and the State DFL office within 30 days of passage.

ARTICLE VIII CONSTITUTIONAL AND BYLAWS AMENDMENTS

Section 1. This Constitution may be amended by a majority vote at any District Convention in even-numbered years.

Any amendments so adopted must be recorded by the Convention Secretary and transmitted to the District Chair who shall have newly revised copies made.

Section 2. The Bylaws to the Constitution may be amended by a majority vote of the District Central Committee, provided a 30-day written notice was given to the District Central Committee.

As ratified at the Seventh Congressional District Democratic-Farmer-Labor Party Convention on April 25,2026