

Democratic-Farmer-Labor Party of Minneapolis -- Constitution & Bylaws

As Amended by the City Convention on 16 May 2009

Article I. General Principles

Section 1. Name

The name of this organization shall be the Democratic–Farmer–Labor (DFL) Party of Minneapolis.

Section 2. Subordination

This constitution and any bylaws adopted pursuant to it are subordinate to the Minnesota DFL Constitution & Bylaws and the Official Call. Matters not specifically governed by this constitution or its bylaws, but provided for in superior documents, shall be given effect, notwithstanding inconsistent language. General rules and policies stated in these superior documents shall govern the Minneapolis DFL if clearly applicable. These policies shall include, but are not limited to, affirmative action, qualifications for voting, election of and voting by delegates, convention and meeting registration fees, endorsements, and preparation, issuance and distribution of DFL sample ballots.

Subsection A. Minneapolis DFL ward, school board district and park district conventions and organizations and operation of sub-municipal central committees, commissions, and clubs, if any, shall be subject to this constitution and its bylaws.

Section 3. Affirmative Action

The Minneapolis DFL Chair and all officers shall act in accordance with the Affirmative Action Principles set forth in this section. These principles shall apply to both appointed and elected positions.

Subsection A. The DFL Affirmative Action Statement found in the Official Call shall be read at each party convention and at all meetings before elections or appointment ratifications take place.

Subsection B. *Non-Discrimination.* Discrimination on the basis of gender, age, religion, economic status, ethnic identity, national origin, color, sexual and affectional orientation, disability or veteran status in the conduct of Minneapolis DFL affairs is prohibited.

Subsection C. *Meeting Locations.* All meetings will be held in public buildings accessible to persons with disabilities and senior citizens. Buildings which by their character prevent open discussion of any issue are not suitable locations. If commercial establishments are utilized, unionized establishments shall be given priority in site consideration. Wherever possible, meetings will be held at locations accessible to public transportation.

Subsection D: *Contributions.* Voluntary contributions to the party may be made, but under no circumstance shall a contribution be mandatory for participation.

Section 4. Amendments; Bylaws

Subsection A. *Amendments.* This constitution may be amended by a majority vote of any convention of the Minneapolis DFL organization where consideration of the constitution is indicated as part of the call.

Subsection B. *Bylaws.* Bylaws to this constitution may be adopted and amended by majority vote of the Minneapolis DFL Central Committee. Bylaws concerning matters not expressly governed nor in conflict with this Constitution or Minnesota election laws may be adopted by a majority vote of the Minneapolis DFL Central Committee members voting on the question, provided that a quorum is present, and further provided that such bylaws were considered at a prior meeting of the Central Committee and notice of intent to consider the bylaws was included in the meeting notice.

Subsection C. *Constitution Commission Review.* Proposed changes to the bylaws will be referred to the Constitution Commission for review before being considered by the Minneapolis DFL central committee.

Article II. Party Organization

Section 1. Officers

The Minneapolis DFL Party officers shall consist of a Chair and Associate Chair (of opposite gender), a Secretary, a Treasurer, an Affirmative Action Officer, a Fund Raising Director, and two at-large Directors (one of each gender). These officers shall take office immediately upon their election by the City Convention. If that Convention did not complete its business, the officers shall take office immediately upon being elected by a subsequent City Central Committee meeting. Officers elected to fill a vacancy take office immediately. Outgoing officers shall remain non-voting members of the Executive Committee until December first of the year their successors were elected. Beginning in 2010, officers shall be elected to two-year terms at city conventions held in even-numbered years.

Bylaw A. The Chair shall be the chief executive officer of the Minneapolis DFL Party. The Chair shall be empowered to convene and conduct the meetings of the Minneapolis DFL Central Committee and shall also convene the Minneapolis DFL Convention.

Bylaw B. The Associate Chair shall aid the Chair and shall fulfill the duties of the Chair in the absence or inability of the Chair to act.

Bylaw C. The Secretary shall (1) keep the minutes of all Central and Executive Committee meetings, (2) keep records of all official Minneapolis DFL actions, (3) prepare all necessary documents, (4) prepare and send all official Minneapolis DFL correspondence, (5) notify all members of Central and Executive Committee meetings, and (6) send copies of revised constitution and minutes of conventions to the state DFL office for permanent recording.

Bylaw D. The Treasurer shall manage all party funds and submit a full written report of receipts and disbursements to each Central and Executive Committee meeting and the Minneapolis DFL Convention. The Treasurer shall also complete and submit any report on party finances or campaign contributions required by the agencies of the state or federal government. The Treasurer shall also arrange for an independent audit of party finances once a year.

Bylaw E. The Affirmative Action Officer shall prepare and enforce the Minneapolis DFL Affirmative Action Plan, and shall develop, coordinate, and ensure implementation of specific activities designed to promote ongoing and increased access to and participation of traditionally underrepresented constituencies in party affairs.

Bylaw F. Additional duties of the officers shall be assigned by the Minneapolis DFL Central Committee. These duties shall include, but shall not be limited to, affirmative action, fundraising, and the sample ballot.

Bylaw G. In the temporary absence of the Chair, the order for succession for official activities of the Chair during that absence shall be the Associate Chair, followed by the Secretary, the Treasurer and then the Affirmative Action Officer.

Section 2. Minneapolis DFL Central Committee

The Minneapolis DFL Central Committee shall include the Minneapolis DFL Executive Committee, the ward representatives of each ward, and those members of the State DFL Central Committee residing in the City of Minneapolis. Between conventions, the Minneapolis DFL Central Committee may declare and fill vacancies among city party officers according to Article II, Section 5. A quorum shall consist of twenty percent of the elected delegates with at least one-half of the senate districts represented. Pursuant to Article III, Section 9 of the State DFL Constitution, all members except DFL State Central Committee members shall be counted toward quorum.

Subsection A. Central Committee meetings may be called by the Chair, by one-eighth of the membership of the Minneapolis DFL Central Committee, or by a majority of the Minneapolis DFL Executive Committee. Notice of meetings shall be sent out not less than ten days in advance of the meeting.

Subsection B. The Minneapolis DFL Central Committee is the primary entity of the Minneapolis Democratic–Farmer–Labor Party, subject only to the City Convention and superior DFL organizations as cited in Article I, Section 2. The Committee shall be responsible for the management of party affairs in the City subject to the control of the governing convention. Standing committees may be established by the Minneapolis DFL Central Committee according to need.

Section 3. Minneapolis DFL Executive Committee

The Minneapolis DFL Executive Committee shall be responsible for the administration and organization of party affairs within the City subject to the control and direction of the Minneapolis DFL Central Committee. The Minneapolis DFL Executive Committee shall consist of the Minneapolis DFL officers and the chair of each senate district if they reside within the City of Minneapolis. Associate chairs of senate districts may serve as alternates to their chairs. If the chair or the associate chair of a senate district does not reside within the City of Minneapolis, their positions on the Executive Committee shall be filled by the next highest ranking party officer(s) within the district who reside within the City of Minneapolis. Chairs of Minneapolis DFL ongoing commissions will serve as non-voting members. A quorum shall consist of thirty percent of the members of the Executive Committee.

Section 4. Ward Committees

Each Ward Committee shall be composed of members of the Minneapolis DFL Central Committee residing in each ward. The Minneapolis DFL Central Committee shall appoint conveners for the first meeting of each Ward Committee which shall occur no later than December 15th of the years preceding ward conventions. When appointing conveners, preference shall be given to the highest-ranking DFL officer living within each ward. Each Ward Committee shall elect a chair and an associate chair. The Ward Committees shall be responsible for the organization of ward conventions and city precinct caucuses, if any. In those wards in which ward coordinators were elected before the adoption of this section, those ward coordinators shall serve as the ward representatives on the Minneapolis DFL Central Committee.

Section 5. Vacancies, Dismissals

In the case of a vacancy of the Chair, the Associate Chair shall succeed to the office of Chair and a new Associate Chair shall be elected by the Minneapolis DFL Central Committee. Vacancies in other Party officer positions shall be filled by the Minneapolis DFL Central Committee. Party officers may be dismissed by the Minneapolis DFL Central Committee for cause only on grounds of clear malfeasance or nonfeasance in office using the same procedures as outlined in the Minnesota DFL Constitution.

Article III. Endorsing Conventions

Section 1. Call

The Minneapolis DFL Central Committee shall issue the call for all endorsing conventions provided for in this constitution.

Subsection A. Each caucus may elect one delegate and one alternate for the city, park district and school board conventions per 100 votes in the DFL party candidates average vote, calculated in the manner for which the State Party's Constitution provides.

Subsection B. Each caucus may elect one delegate and one alternate for the ward convention per 25 votes in the DFL party candidates average vote, calculated in the manner for which the State Party's Constitution provides.

Subsection C. When a municipal election occurs in a year when statewide precinct caucuses are not being held, the delegates to the conventions that may endorse candidates for that municipal election will be elected by and from precinct caucuses held for that purpose on a date set by the Minneapolis DFL Central Committee.

Bylaw A. Ward conventions shall be held in those city election years in which City Council members are elected, no earlier than March 1.

Bylaw B. City Conventions shall be convened in election years when there is a citywide contest by the Chair, or other officers in order of succession of the Minneapolis DFL Central Committee. Park Board and School Board district convention conveners shall be appointed by the Chair of the Minneapolis DFL with preference given to the highest-ranking DFL officer living within that jurisdiction. These appointments shall be subject to ratification of the City Central Committee and made in accordance with the DFL Affirmative Action Principles.

Section 2. Ward Conventions

The business of the ward convention shall include consideration of endorsement for City Council and the election of two ward representatives to the Minneapolis DFL Central Committee and two delegates to the Constitution Commission. Each ward convention shall consist of delegates and alternates elected by their precinct caucuses.

Subsection A. Precinct delegates and alternates elected anywhere within Minneapolis at the most recent precinct caucuses who have moved to another precinct within Minneapolis shall be eligible to participate in ward and city conventions as the last alternate in their new precincts.

Subsection B. Ward Committees shall be composed of members of the Minneapolis DFL Central Committee residing in each ward. The Ward Committee shall be responsible for organizing the ward conventions.

Section 3. City Convention

The business of the City Convention shall be to consider endorsement for citywide offices, election of City Central Committee officers, and any amendments to this constitution or its bylaws. It may transact such other business as may come before the Convention. Delegates and alternates elected at the most recent precinct caucuses shall be delegates and alternates to the City Convention.

Bylaw A. The Minneapolis DFL Central Committee shall appoint two members to each convention committee from each ward, in accordance with the DFL Affirmative Action Principles. These committees may include committees on Rules, Credentials, Endorsements, Resolutions, Arrangements, and such other committees deemed necessary by the Minneapolis DFL Central Committee.

Bylaw B. Two co-conveners for each pre-convention committee shall be appointed by the City DFL Chair, subject to ratification by the City Central Committee and in accordance with the DFL Affirmative Action Principles. The conveners shall be full voting members of the committees regardless of whether they are elected permanent chairs of the committees.

Bylaw C. Any resolutions affirmed by the Convention shall be referred to the Central Committee.

Section 4. Park Board and School Board District Conventions

The Minneapolis DFL Central Committee shall call endorsing conventions for Park Board district commissioners or School Board district directors. These conventions may be called in conjunction with the city convention. City delegates and alternates shall be delegates and alternates to these district conventions.

Section 5. Convention Cancellation

Once called, no convention may be canceled except in extraordinary circumstances, in which case the

City Chair, in consultation with the City Executive Committee, shall declare a cancellation. Every effort shall be made to notify the delegates, publicizing through the media and other appropriate means. In case of a cancellation, the City DFL Chair shall, in consultation with the other officers and the Convener, call another convention. The rescheduled convention shall be held within twenty-five days of the date of the cancellation and shall be called with at least ten days written notice. Date requirements for conventions prescribed by this constitution do not apply to a rescheduled convention.

Section 6. Special Elections

If any special election is called for an elective office for which candidates would be endorsed by the Minneapolis DFL, the City Central Committee, in consultation with the City Officers, may issue a call for a special endorsing convention for that office. The Central Committee shall appoint members of pre-convention committees.

Subsection A. Delegates to the special endorsing convention shall be the delegates elected to the last city convention. If the special election is for a subdivision of the city, delegates shall be only those elected to the last convention from that subdivision.

Article IV. Constitution Commission

The Minneapolis DFL Constitution Commission shall be an ongoing commission. Each ward convention shall elect two delegates to the Commission for a four-year term. This commission shall review and make recommendations regarding the Minneapolis DFL Constitution and Bylaws to the City Central Committee and the Minneapolis DFL Convention. The Commission shall serve as the pre-convention committee. The Commission shall be composed of twenty-six delegates, two from each ward. Their terms of office shall begin immediately following the ward convention at which they are elected and shall run through the following ward convention for the delegate's ward.

Bylaw A. In cases of vacancy, a delegate from the same ward as the vacancy occurs in shall be elected by the City Central Committee and in accordance with DFL Affirmative Action Principles.

Article V. Constitutional Convention

The Minneapolis DFL Central Committee, by a two-thirds vote of those present and voting, may call a special City Convention for the sole purpose of amending this Constitution, at any time, on no less than thirty and no more than 120 days written notice to the City delegates and alternates.