

Winona County Democratic-Farmer-Labor Party

Constitution and Bylaws

Preamble

This Constitution and its bylaws are adopted for use by residents of Winona County who support the principles of a representative, effective and responsible party organization to sustain and advance the principles of liberal democracy and uphold civil liberties, civil rights and constitutional government, by promoting election to public office of candidates who support those principles, and to assist the First Congressional District Democratic-Farmer-Labor, the Democratic-Farmer-Labor Party of Minnesota and the National Democratic Party.

Article I

Section 1. Name: The name of this organization shall be the Winona County Democratic-Farmer-Labor Party (“DFL”).

Section 2. Membership: Membership in this party is open to all residents of Winona County who support the principles of the DFL Party of Minnesota. No member of any other political party may vote within the DFL 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, except by Article III, Section 2. There shall be no age requirements for party office where prescribed by law.

Section 4. Affirmative Action: This organization accepts the principles of affirmative action stated in the DFL State Constitution and Bylaws.

Article II

Subordination

This Constitution is subordinate to the pertinent election laws of the United States and of Minnesota and to the pertinent parts of the Constitution and Bylaws of the First Congressional District DFL and the State DFL Party.

Article III

Organization and Administration

Section 1. Central Committee: The Central Committee shall be the governing body of the county unit between conventions. The Central Committee shall consist of Executive Committee members, Precinct Chairs elected at each precinct caucus in every even numbered year, each member of the First Congressional District Central Committee and

State Central Committee residing in Winona County, The two vice chairs, according to rank of election (#1 and #2), shall represent the precinct in the absence of the precinct chair.

- A. **Meetings:** The Central Committee shall meet at least one time per year. Meetings may be called by the County Chair, by one-eighth the membership of the committee, or by a majority of the Executive Committee.
- B. **Endorsements:** In the absence of any direction to the contrary by the County Convention, the Central Committee may endorse candidates between conventions. Every ballot shall be a test of a quorum.
- C. **Dismissal for Cause:** The Central Committee may dismiss a member elected at its governing convention or his/her successor, for cause only on the grounds of clear nonfeasance in office. For such dismissal, a two-thirds majority vote of the total membership is required, but only after the member is given thirty days written notice specifying the cause and is granted a hearing.
- D. **Filling Vacancies:** A vacancy occurs for the following reasons:
 - Resignation
 - Death
 - Change of residence to a jurisdiction other than the one from which he/she was elected
 - Dismissal for 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 a quorum may fill such vacancy only 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 shall be filled within sixty days of their occurrence.

Section 2. Executive Committee: The county unit Executive Committee shall be the governing body between Central Committee meetings. The Executive Committee shall consist of a Chair, Associate Chair (of different gender and legislative district than the Chair), the Affirmative Action Director, Secretary, Treasurer, at least eleven directors (not less than four of whom shall be from the City of Winona and not less than four of whom shall be from the other political units of Winona County, in addition there must be gender balance on the Executive Committee).

A. Duties of Officers

- a. **Chair:** It shall be the duty of the County Chair to open the County Convention (following procedure in the Official Call) and preside at meetings of the County Central Committee and County Executive Committee. The Chair shall be an ex officio member of the three Standing Committees. It shall further be the duty of the Chair to perform all other duties incident to the office.
- b. **Associate Chair:** The Associate Chair shall preside at Central and Executive Committee meetings and the County Convention in the absence of the Chair. It shall further be his/her duty to assist the Chair in the discharge of his/her duties. The Associate Chair shall be an active member of the Leadership, Search and Support Committee.

- c. **Secretary:** It shall be the duty of the Secretary to preserve the minutes and attendance records of all proceedings of the Executive and Central Committee. The Secretary shall, at the direction of the Chair, notify members of the Executive and Central Committees of meetings of this organization. It shall further be the duty of the Secretary to perform all other duties usually incident to the office of secretary. The Secretary shall be an active member of the Platform and Communications Committee.
- d. **Treasurer:** The Treasurer shall have charge of the funds of this organization, and shall make no disbursements thereof without authority of the Executive Committee, and written approval of the County Chair. It shall further be the duty of the Treasurer to perform all other duties usually incident to the office of Treasurer. The Treasurer shall be an active member of at least one standing committee.
- e. **Affirmative Action Director:** It shall be the duty of the Affirmative Action Director to ascertain the county unit is in compliance with all affirmative action policies of the District and State Parties.
- f. **Directors:** The Directors shall be active members of the three Standing Committees; each Director shall be active on at least one Standing Committee.
- g. **Standing Committees:** There shall be three Standing Committees which shall be activated and have their Chairs selected by the Executive Committee at its first meeting after the Convention. Membership on the Standing Committees will be determined by the Executive Committees and may include any DFL party member.
 - I. **Finance Committee:**
 - 1. This committee shall prepare and submit a biennial budget for the operational expenses of the party.
 - 2. This committee shall organize and carry out all activities necessary to fund the budget.
 - II. **Leadership, Search and Support Committee:**
 - 1. This committee shall search for candidates:
 - a. For party office
 - b. For public office
 - 2. This committee shall engage in volunteer recruitment and recognition.
 - 3. This committee shall develop voter identification.
 - 4. This committee shall perform all necessary campaign liaison functions.
 - III. **Platform and Communications Committee:**
 - 1. This committee shall establish and maintain intraparty communications.
 - 2. This committee shall be responsible for all publicity.
 - 3. This committee shall be responsible for all activities involving public education.
 - 4. This committee shall be responsible for all activities involving platform development.

- B. **Meetings:** The Executive Committee shall meet at least four times per year. Meetings may be called by the Chair or by one-eighth the membership of the committee.

Article IV
Conventions

County Convention: A convention shall be held each even numbered year.

- I. Authority:** The county convention shall be the governing body of the county party.
- II. Membership:** The county convention shall be composed of precinct delegate and alternates seated as precinct delegates, residing within the county.
- III. Business:** The county convention shall elect county party officers, elect delegates and alternates to the District and State Conventions, delegates to pre-convention committees of the District Convention, elect to the County Central Committee the persons elected as precinct chairs at the precinct caucuses, delegate/s-at-large to the State Central Committee; and it may adopt or amend the county party constitution; adopt resolutions and conduct such other business as may come before it.

Article V
Amendment

This Constitution may be amended by a majority vote of the delegates at any Winona County DFL Convention.

Article VI
Bylaws and Their Amendments

Bylaws concerning matters not expressly governed by nor in conflict with this Constitution may be adopted or amended by a majority vote of the Winona County Convention. Bylaws may be adopted or amended by the Winona County Central Committee, provided such changes receive a 60% vote of approval. A copy of the proposed changes in Bylaws shall be included in the meeting notice.

Article VII
Parliamentary Authority

Parliamentary matters not governed by this Constitution and its Bylaws, nor by rules of the body in question, nor by the Constitutions and Bylaws of the First Congressional District DFL and State DFL Parties, nor by the Official Call, nor by law, shall be governed by Robert's Rules of Order, most recently revised.

Article VIII

This Constitution and its Bylaws supersede all previous Constitutions and Bylaws of the Winona County DFL.

Article IX

This Constitution and Bylaws shall become in force immediately after the adoption at the March 2010 County Convention.

