



**BY-LAWS OF THE  
MN FIFTH CONGRESSIONAL DISTRICT  
REPUBLICAN CD5 MNGOP**

**(As of May 24, 2017)**

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**ARTICLE I -- Name and Location**

**Section 1.** The name of this organization shall be the Fifth Congressional District Republican Party, abbreviated to CD5 MNGOP when necessary.

**Section 2.** CD5 MNGOP offices shall be located at such places as the CD5 Executive Committee may from time to time determine.

**ARTICLE II -- CD5 Full Committee**

**Section 1.** The business and property of the CD5 MNGOP shall be managed by a CD5 Full Committee composed of the persons specified in Article III, Section 1B of the CD5 Constitution.

**Section 2.** No voting by proxy shall be permitted at CD5 Full Committee meetings.

**Section 3.** The CD5 Full Committee may organize itself into functional Sub-Committees and may appoint such members as are necessary to deal with specific areas of CD5 MNGOP operations such as: Youth, Personnel, Finance, Information Systems, Research, Candidates and Campaigns, Public Relations, Leadership Training, Auxiliaries and the day to day direction of CD5 MNGOP affairs.

**Section 4.** The CD5 Full Committee must authorize the expenditure of more than \$1000 by the CD5 MNGOP.

**Section 5.** Meetings may occur by conference call. On specific matters, votes may be taken by email.

**ARTICLE III -- CD5 Executive Committee**

**Section 1.** The CD5 Executive Committee shall have charge of the administration of CD5 MNGOP affairs, subject to the direction and control of the CD5 constitution and the CD5 Full Committee. The CD5 Executive Committee shall consist of the persons specified in Article III, Section 2 of the CD5 Constitution.

**Section 2.** Meetings of the CD5 Executive Committee may be called by the Chair. Unless he/she waives notice, each member shall be entitled to notice of each meeting in writing (by mail, e-mail, text message or fax) or orally (in person or by telephone) at least 24 hours in advance.

**Section 3.** A quorum of the executive committee shall consist of fifty percent (50%) of the voting members.

**Section 4.** Meetings of the executive committee may occur by conference call. On specific matters, votes may be taken by email.

**ARTICLE IV -- Officers**

**Section 1.** The CD5 MNGOP officers shall consist of the persons enumerated in Article III, Section 3 of the CD5 Constitution.

**Section 2.** The Chair shall preside at all CD5 Full Committee meetings and shall have general supervision over the affairs of the CD5 MNGOP and over other officers. The Chair shall execute all bonds, mortgages and other contracts of the CD5 MNGOP, and shall perform all such other duties as are incident to the office.

**Section 3.** In the case of the Chair's absence or disability, and during the period of a temporary vacancy pending election of his/her successor, the Deputy Chair shall preside at all CD5 Full Committee meetings and shall perform all other duties of the Chair.

**Section 4.** The Secretary shall be responsible for keeping the minutes of CD5 conventions, CD5 Full Committee meetings, and CD5 Executive Committee meetings, and shall have charge of all non-financial CD5 MNGOP notices, books, records and papers.

**Section 5.** The Treasurer shall have the custody of all moneys and securities of the CD5 MNGOP and shall give bond in such sum and with such sureties as the CD5 Executive Committee may require, conditioned upon the faithful performance of the duties of the office. He/she shall keep regular books of account, and shall submit them; together with all his/her vouchers, receipts, records and other papers to the CD5 Full Committee for their examination and approval as are incident to the office. During a temporary vacancy in the office of Treasurer, pending the election of a successor, the Chair shall appoint a temporary Treasurer, subject to the approval of the CD5 Executive Committee.

**Section 6.** The Deputy-Treasurer shall assist the Treasurer as required and may serve on other CD5 committees as necessary.

**Section 7.** No CD5 MNGOP officer shall use his/her official position to promote pre-primary endorsement support or induce the candidacy of any individual by assuring Republican Party support prior to any endorsement by the convention which is representative of the entire electorate for the office.

**Section 8.** The Chair has discretion to spend up to \$100.00 (total from all accounts) between meetings of the executive committee without prior authorization. The Chair will make the Executive Committee aware of this expenditure by email, phone call, or other means within one (1) fortnight.

**Section 9.** The Deputy Chair has discretion to spend up to \$50.00 (total from all accounts) between meetings of the executive committee without prior authorization. The Deputy Chair will make the Executive Committee aware of this expenditure by email, phone call, or other means within one (1) fortnight.

**Section 10.** The Secretary and Treasurer each have discretion to spend up to \$25.00 (total from

all accounts) between meetings of the executive committee without prior authorization. The Secretary or Treasurer will make the Executive Committee aware of this expenditure by email, phone call, or other means within one (1) fortnight.

#### **ARTICLE V – Standing Sub-Committees**

**Section 1.** The CD5 MNGOP will have five (5) Standing Sub-Committees.

**Section 2.** The five (5) Standing Sub-Committees are: Outreach/Communications, Campaign, Leadership/Development, Constitution/By-Laws, and Finance.

**Section 3.** The Chair may appoint the Chair, Deputy Chair, and other necessary officers of the Sub-Committees at his or her discretion. The Chair will submit the matter to a vote of the CD5 Full Committee in the case of multiple candidates.

**Section 4.** The members of the CD5 Full Committee are strongly encouraged to participate in one (1) of the Sub-Committees.

#### **ARTICLE VI -- Amendments**

Amendments to these By-Laws shall be made in accordance with procedures set forth in the CD5 MNGOP Constitution.

(Adopted April 22, 2015)