

SENATE DISTRICT 51 Republican Party

Convention Agenda April 9, 2016

1. CALL TO ORDER - 9:00 am
2. PLEDGE OF ALLEGIANCE
3. INVOCATION
4. PARLIAMENTARY PROCEDURES
 - a. Reading of the Convention Call
 - b. Election of Temporary Chair(s) of the Convention
 - c. Election of Temporary Secretary of the Convention
 - d. Motion Authorizing the Temporary Chair(s) to appoint Parliamentarian, Tellers, Time Keeper, and Sergeants-at-Arms
 - e. Recognition of Convention Committees
 - f. Preliminary Credentials Committee Report
 - g. Adoption of Rules Sections I-III and Seating of Alternates
 - h. Motion To Make The Temporary Organization Permanent
 - i. Adoption of the Balance of the Rules
5. REPORT OF THE SEARCH COMMITTEE FOR ENDORSEMENTS
6. STATE SENATE CANDIDATE PRESENTATIONS (coin flip to decide who goes first)
7. FINAL CREDENTIALS COMMITTEE REPORT (after registration closes 9:30am)
8. STATE SENATE ENDORSEMENT BALLOT
9. RECESS AND BREAK INTO HOUSE DISTRICTS
 - a. Call to order (if necessary elect temporary chair and appoint tellers)
 - b. Endorsement of State Rep. Candidates
 - c. ELECTION OF CD2 / STATE CONVENTION DELEGATES AND ALTERNATES*
 - d. Adjournment of House District
10. RECONVENE BY SENATE DISTRICT
11. STATE SENATE ENDORSEMENT BALLOT (if necessary)
12. ELECTION OF CD2 / STATE CONVENTION DELEGATES AND ALTERNATES*
13. ADDITIONAL ENDORSEMENT BALLOTS OF STATE SENATE CANDIDATES (repeat as necessary)
14. RESOLUTIONS (can be inserted individually when viable)
15. OTHER BUSINESS
16. ADJOURNMENT (TIME CERTAIN: 3:45 PM)

* (delegate and alternate selection method will occur either within house districts, or as a combined senate district, at the discretion of the delegates)

Convention Chairs will acknowledge guest speakers to address the convention at their discretion.

SENATE DISTRICT 51 Republican Party

Convention Rules 2016

I. Parliamentary Rules

The rules contained in the current edition of Robert's Rules of Order Newly Revised, shall govern the conduct of the business of this Convention when not in conflict with the laws of the State of Minnesota, the Constitution and By-Laws of the Minnesota Republican Party, the Constitution of the Senate District 51 Republican Party, the Official Call and Rules adopted by this Convention.

II. Order of Business

- A. The order of business for this Convention will be as outlined in the official Agenda of the Convention, which is incorporated in these Rules, and subject to the discretion of the Chair(s).
- B. A motion to adjourn shall not be in order until the specific business stated in the agenda is complete, or until the time certain for adjournment has been reached.

III. Convention Roll and Quorum

- A. The permanent roll of the delegates entitled to speak and vote at this Convention shall consist of the duly elected delegates who are registered and such alternates who shall be registered and seated in accordance with these Rules.
- B. In the absence of any delegate to the Convention, an alternate shall be seated for that delegate only during the delegate's absence from the floor. The procedure for seating alternates or filling vacancies in this Convention shall be as follows:
 - 1. Vacancies shall be filled from the alternates present from the Precinct in which the vacancy exists according to the existing ranking.
 - 2. If the Precinct did not rank the seating of alternates, then the vacancy shall be filled by a majority vote of that Precinct's delegation already seated.
- C. Seating of registered alternates shall be permissible at any time, if a delegate or seated alternate is absent, provided that upon return of the delegate, the delegate shall be immediately seated. However, after the start of any ballot, there shall be no change in seating until that ballot has been completed.
- D. When the Credentials Committee has certified that 35% of the authorized strength of the convention is present, a quorum shall be declared. Once declared, there shall be no further question as to the presence of a quorum.
- E. There shall be no cross-seating between Precincts. That is, a delegate or alternate from one Precinct cannot be seated in another Precinct.
- F. Registration shall close at 9:30 AM. Only those registered shall participate in the convention as delegates or alternates.

IV. Amendment or Suspension

After adoption of these Rules, they may be suspended or amended only by a vote of two-thirds (2/3) of the delegates and seated alternates voting.

V. Addressing the Convention

- A. A delegate or seated alternate wishing to speak shall rise, address the Convention Chair, and when recognized, state his or her name and Precinct and the purpose for which he or she rises.
- B. The convention chair may, at any time after the appointment of convention officers, invite any office holder, candidate or distinguished guest to address the Convention for a period not to exceed three (3) minutes. A keynote speaker, if any, will be provided appropriate program time.
- C. Candidates for State Representative or State Senate may address the convention as follows:
 - 1. All candidates for State Representative or State Senate will be given equal time to address the convention. Their comments and presentations shall not exceed ten (10) minutes per individual, which includes nomination, seconding, and candidate speeches.
 - 2. A method such as flipping a coin shall be used to determine the order of speeches.
- D. Debate on any motion or subject shall be limited to one (1) minute by each Speaker. No person shall be allowed to speak a second time upon the same question until all others wishing to be recognized have been heard. No person shall be allowed to speak more than twice on the same subject.
- E. At least two speakers on each side of a question shall be afforded the opportunity to speak on an issue before a motion for the previous question or motion to table shall be in order.
- F. The Convention Chairs or their designees shall keep an accurate record of each speaker's time and must rigorously enforce these time limitations.
- G. Officers of the Convention or members of any Convention Committee may, at the discretion of the chair, address the Convention even if they are not delegates or seated alternates to the Convention.

VI. Voting

- A. The vote on all questions shall be by voice, except for voting on contested positions, which shall be by secret ballot.
- B. Ballots cast by each delegation shall be collected by the Precinct chair or a person designated by the Precinct chair and turned over to the Chief Teller. If the Precinct chair is not present, then the remaining delegates and seated alternates will elect a person to serve in that capacity.
- C. The Chief Teller shall verify the number of ballots cast by a delegation and the Convention Chair shall announce any discrepancies. Once verified, all ballots shall be commingled prior to counting.
- D. Each candidate in a contested election will be allowed one observer in the counting room.
- E. Precinct Chairs shall ensure that each delegate and seated alternate in his or her delegation will cast only one vote and that unused ballots are returned unmarked.
- F. The Chief Teller shall report back to the Convention Chair the total number of votes cast for each candidate and the Convention Chair shall announce the results to the Convention.
- G. If there is a dispute as to the number of ballots cast by any delegation, the said delegation challenge must be made before the ballots from that delegation are commingled with those of other delegations. Upon such a challenge, the Convention officers selected by the Chief Teller shall count the ballots cast by said delegation.
- H. Each delegate shall have one full vote. There shall be no voting by unit rule (a precinct cannot require its delegates to vote for the candidate favored by the majority of that precinct).
- I. No delegate shall be required to vote for any candidate or number of candidates and shall not exceed the number of positions.

- J. A ballot will not be considered valid if it contains the same name more than once, if it contains more votes than the number of positions to be filled, if it contains other than properly nominated candidates or if it is left blank.
- K. Tellers will count any ballot marked “No Preference,” “Undecided,” or “None” in any vote totals. The ballots shall not count for any candidate.
- L. Tellers will report the blank, abstentions, unintelligible ballots, ballots marked only “_” or “X”, or ballots cast for an ineligible person or fictional character. These ballots will not be included as “cast” ballots.
- M. Ballots will be destroyed after the close of the convention.

VII. Endorsement of Candidates

- A. The Convention shall endorse all candidates by secret ballot except if only one candidate for any office is nominated, the voting shall be by acclamation.
- B. The Nominations/Search Committee will place ALL names for Endorsement in nomination.
- C. The Nominations/Search Committee report must be ratified by the Executive Committee before it is presented to the convention.
- D. The order of nominating and candidate speeches for each office shall be determined by lot and candidate speeches will immediately follow his or her nominating and seconding speeches.
- E. To receive endorsement, a candidate must receive 60% of valid ballots cast. In addition, the total number of votes cast for that candidate must be at least 50% of the total voting strength of the convention, as established by the final credentials report.
- F. If no candidate has received a 60% majority after four ballots, and after each two subsequent ballots, the candidates may address the convention for two (2) minutes.
- G. No new rounds of balloting for the endorsement may begin within 30 minutes of TIME CERTAIN for adjournment. Although a motion for no endorsement would still be in order.

VIII. Election of Delegates and Alternates to the Congressional District and State Conventions

- A. Delegates and alternates shall be nominated and elected by either Senate District or House Districts, as provided in the agenda.
- B. If the convention chooses to elect Delegates and Alternates to the CD2 and State conventions by Senate district, the count will be 36 delegates and up to two sets of alternates. If the convention chooses to elect by House District, the count will be 16 Delegates for HD51A and 20 Delegates for HD51B; with up to two sets of corresponding alternates.
- C. All alternates will be ranked by order of number of votes received. Any ties will be broken by lot.
- D. All who desire to run for delegate or alternate will need to add their name to the sign-up sheet that is monitored by the Credentials Committee.
- E. No nominating or seconding speeches allowed. All nominees will be allowed 30 seconds to introduce themselves and give their backgrounds to the convention.

IX. Platform Resolutions

- A. The Platform/Resolutions Committee will produce a report including all resolutions that passed out of at least one precinct. The Committee will have discretion to merge similar resolutions.

- B. The report will recommend that we adopt or do not adopt each resolution.
- C. Any delegate may move to pull a resolution from the report to debate or amend. Ten (10) delegates must rise to support such a motion. Debate will then take place, and the convention will vote on whether to accept or reject the resolution or amendment.
- D. No resolutions may be submitted from the convention floor.

X. Miscellaneous

- A. Minority reports of a Convention Committee may be presented if there is concurrence by a number of members equal to ¼ or more of the allocated size of the Committee.
- B. Signage for candidates inside the building will be limited to ten (10) signs maximum per candidate. No candidate signs are allowed on the stage walls or stage (behind the speaker’s back) or the podium.
- C. All sign sizes, locations and method of attachment must comply with the rules of the Convention host facility.
- D. All literature distributed at the Convention must have its source(s) prominently displayed.
- E. All non-compliant literature must be immediately removed. The Convention Chair(s) will determine compliance. Removal of literature following the convention, other than official Convention documents, is the responsibility of the source(s). All signs must be stricken within thirty (30) minutes of the close of the convention, and removed from the premises. The Executive committee may recover reasonable clean-up cost.

Thanks to the following people for their contribution to this Convention:

Rules Committee

Scott Gill, Chair
 Gale Anderson
 Pete Keller
 Dave Meyer
 Dante Rossini
 Joseph Witthuhn

Nominations/Search Committee

Scott Gill, Chair
 Gerry Chapdelaine
 Pete Keller
 Ed Schlueter
 Andrea Todd-Harlin

Credentials Committee

Joseph Witthuhn, Chair
 Laura Gill
 Pete Keller
 Nick Paris
 Robin Zimmerman

Convention Officials

SD51 Chair:	Scott Gill
Convention Chair:	Pat Anderson
HD51A Chair:	Justin Countryman
HD51B Chair:	Arlene Sheldon
Secretary:	Barb Dingmann

Also: All Delegates and Alternates
 Dakota Hills Middle School, ISD196
 Our Honored Guests

Arrangements Committee

Ray Yarwood, Chair
 Buzz Anderson
 Doug Willets

Platform/Resolutions Committee

Gale Anderson, Chair
 Emily Helgeson
 Jeff Schuette

Robert's Rules Reminders:

- I. All debate, amendments, or procedural points must be germane to the business under consideration. Germane simply means that whatever is being said must be relevant. There should be a logical connection between all statements and/or actions, and what is going on and currently being considered.
- II. There is no such thing as a friendly amendment. Once a matter is before the group, it is the property of the convention, and no one or two people, not even the maker or seconder of the motion, may change it without going through the amendment process. Typographical errors can be handled without amendments. Pertaining to resolutions, we are not passing legislation, merely ideas to be conveyed to the next convention for consideration to include in the standing State Party Platform.
- III. A report or motion from a committee does not require a second.
- IV. Once a committee makes a report and motion, it belongs to the group not the committee. All matters on interpretation of rules or motions (once passed) are made by the Convention Chair and may be appealed by the Convention.
- V. Everyone (Committee Chairs, Executive committee members, Elected officials, the person submitting a resolution or motion, etc.) are treated the same as any other Convention members during the debate. They are governed by the same rules limiting both time and amount of debate.
- VI. How to End Debate - "Call for the Previous Question" — This will close debate on a pending question and require immediate vote by the group on whether to close debate. A two-thirds (2/3) vote is required. Note: If there is no more debate, a call is not needed. This only slows things down by requiring a vote on the call before a vote on the question. If the chair sees no more debate, he may simply ask for a vote.
- VII. Debate cannot begin until the Chair has stated the motion or resolution and asked "for debate". If no one rises, the chair calls for the vote!
- VIII. Before the motion is stated by the Chair (the question) members may suggest modification of the motion; the mover can modify as he pleases, or even withdraw the motion without consent of the seconder; if mover modifies, the seconder can withdraw the second.

Common Terms

Point of (Personal) Privilege: Pertains to noise, personal comfort, or some infringement of the privileges of a delegate or delegates. - may interrupt only if necessary!

Parliamentary Inquiry: Inquire as to the correct motion - to accomplish a desired result, or raise a point of order.

Point of Information: Generally applies to information desired from the speaker: "I should like to ask the (speaker) a question." The question is asked to the Chair.

Point of Order: Infraction of the rules, or improper decorum in speaking. This must be raised immediately after the error is made.