

**Senate District 52 Republicans
2023 Convention**

**Two Rivers High School
1897 Delaware Ave, Mendota Heights, MN 55118**

March 4th, 2023

Agenda

1. Call to order – 9:00am
2. Pledge of Allegiance
3. Invocation
4. Parliamentary procedures
 - a. Reading of the Official Call to the Convention
 - b. Election of Temporary Chair(s) of the convention
 - c. Election of Temporary Secretary of the convention
 - d. Motion authorizing the temporary chair to appoint Sergeant-at-Arms (Eric Barcaskey), Chief Teller (TBD), Parliamentarian (Joseph Witthuhn)
 - e. Recognition of Convention committees:
 1. Credentials (Joseph Witthuhn, Eric Barcaskey, Laura Gill, Tammy Schuette)
 2. Rules (Gale Anderson, Eric Barcaskey, Joseph Witthuhn, Scott Gill)
 3. Constitution (Jeff Schuette, David Meyer, Fern Smith)
 4. Arrangements (Diane Anderson, Jim McLaughlin)
 - f. Preliminary Report of the Credentials Committee
 - g. Report of the Rules Committee (seating of alternates)
 - h. Motion to make the temporary organization permanent
 - i. Adoption of the balance of the rules
 - j. BPOU Treasurer’s Report
 - k. Chairman’s Report
 - l. Final report of the Credentials Committee (not before 9:30am)
5. Adoption of amendments to the BPOU Constitution
6. Report of Nominations for Executive Committee offices/Open Nominations from the floor
7. Election of SD52 Officers (except Vice Chairs)
8. Election of HD52A and HD52B Officers
9. Election of SD52 Delegates and Alternates to the State Central Committee
10. Election of SD52 Vice Chairs
11. Other business
12. Adjournment – No later than 2:00 pm

* Announcements and introduction of guests may take place throughout the convention at the discretion of the convention chairman.

RULES

1. ORDER. The Constitution of the Republican Party of Minnesota, the Constitution of Senate District 52, the Statutes of the State of Minnesota, the Official Call of this convention and these Rules shall govern this convention. Robert's Rules of Order, Newly Revised, shall govern any items not covered thereby.

2. AGENDA. The order of business of the convention shall be provided in the printed Agenda, which is made a part of the rules of this convention.

A. A motion to adjourn shall be out of order until the business listed on the agenda has concluded or the time certain for adjournment has been reached.

3. SEATING OF DELEGATES. The delegates of the convention shall be seated as follows:

A. The Credentials Committee shall seat all duly accredited delegates, elected at the precinct caucuses, who register prior to the initial report of the Credentials Committee.

B. For any precinct delegation in which no delegate is present and accredited, the Credentials Committee shall seat duly elected and accredited alternates for that precinct, indicating which delegates are being replaced. If no duly elected delegates or alternates are present and accredited from a precinct, that precinct will not be represented.

C. For precinct delegations in which one or more delegates are present and seated, at the time indicated by the agenda, the Credentials Committee shall direct the precinct delegations to caucus on the convention floor and fill any remaining vacant seat(s) as follows:

i) delegates from each precinct shall caucus and fill vacancies as provided herein, under the direction of the Credentials Committee and in accordance with the Senate District Constitution. Informal caucus on the floor may fill vacancies, which occur later in the convention, in the same manner.

ii) Alternates may be seated to fill vacancies only in the precinct from which they were elected. If no delegates or alternates are present from a precinct, that precinct will not be represented. If no additional delegate or alternate is present and/or duly accredited to fill a vacant seat, that seat shall remain vacant. Alternates will be seated to fill specific vacancies by one of the following methods to be determined by a majority vote of the seated delegates in each precinct:

a) If the alternates were ranked at the precinct caucus, seating shall be in order of that ranking, or,

b) If the vote count from the precinct caucus is available, alternates shall be seated in order of number of votes, or,

c) Alternates shall be seated by vote of the delegates from that precinct. After an alternate has been seated to fill a vacancy, that seated alternate may then vote on the filling of additional vacancies.

iii) If an accredited delegate arrives later, he/she shall assume his/her seat replacing the last seated alternate.

D. Questions arising concerning the filling of delegations shall be referred to the Credentials Committee, subject to appeal to the Chair of the Convention.

E. A vacancy shall be deemed to exist in the office of delegate or alternate if, at the time of the convention, that delegate or alternate no longer resides in the precinct from which he/she were elected.

F. The authorized strength of any precinct shall be the total number of delegates allocated to the precinct by the convening authorities for the precinct caucuses.

G. Registration closes at 9:30 AM. Those not registered shall not take part in the Convention as delegates nor alternates.

4. QUORUM. Only delegates and alternates seated in accordance with these rules shall be entitled to vote. When the Credentials Committee has certified that 20% of the authorized strength of the convention is present, a quorum shall be declared. Once declared, there shall be no further questions as to the presence of a quorum.

5. DEBATE. Rules for debate shall be governed by the following:

A. A delegate or seated alternate wishing to speak at the Convention shall rise, address the Chair, and when recognized by the Chair, state his or her name and Precinct. All motions, questions, speeches, points of privilege or points of information must be directed through the Chair. No conversations between delegates on the floor will be permitted.

B. All speeches shall be limited to two (2) minutes, except by leave of the Chair. No delegate may speak more than twice on the same subject, except that such delegate may not speak for the second time until all delegates are afforded the opportunity to speak for the first time.

C. At least two speakers on each side of a question shall be afforded an opportunity to speak on an issue.

D. In the event there are two speakers speaking on the same side of an issue with no speakers on the opposing side, the question shall automatically be called.

E. The Chair may recognize visitors and give them the privilege of a voice, but in no event may a visitor be permitted to vote.

6. PREVIOUS QUESTION. A motion for the previous question shall be out of order until two delegates have had the opportunity to speak on each side of the question.

7. VOTING. Rules for voting shall be governed by the following:

A. The vote on all questions, except contested elections shall be by voice vote. A rising vote shall be taken, however, if requested by any delegate immediately following the announcement of the decision by the Chair.

B. Only persons whose names are entitled to be entered upon the permanent roll of this Convention shall be permitted to vote.

C. There shall be no voting by proxy.

D. Any dispute regarding the vote of any precinct on any matter by a delegate from that precinct shall be resolved by an election judge and two tellers appointed by the Chair. They shall canvas the delegates and report the result to the Chair.

8. BALLOTING. Rules for balloting shall be governed by the following:

A. The balloting for contested officer, endorsement, delegate or alternate positions shall be by secret written ballot.

B. The ballots cast by each Precinct shall be collected by the Precinct Chairs and given to the tellers. The tellers must verify the number of ballots cast by a Precinct before the ballots are commingled for tabulation. If the Precinct Chair is not seated, the Convention Chair shall instruct the tellers to distribute and collect the ballots for that Precinct. Only tellers shall open and count the ballots.

C. Any ballot, which contains more than the number of positions to be filled on that ballot, shall be declared invalid. If any nominee's name appears more than once on a ballot or if any name not nominated appears, that ballot shall also be declared invalid and will not be counted.

9. UNIT RULE. No delegate shall be required to vote under a unit rule.

10. AMENDING AND SUSPENDING RULES. These rules, once adopted, shall not be amended or suspended except by a two-thirds vote of the delegates present and voting.

11. ELECTION OF EXECUTIVE COMMITTEE OFFICERS.

The Senate District 52 Executive Committee officers to be elected by this Convention shall be for the following offices in the following order: Chair, Deputy Chair, Secretary, Treasurer, Director of Communications and Technology, Fundraising Chair, and four Vice Chairs. All Officers must reside within the boundaries of the office to which they are being elected.

Election of officers shall be as follows:

A. Nominations may be made by entering in the nomination form at the table or from the floor by only duly elected delegates and seated alternates in their respective House Districts. Candidates may nominate themselves.

B. If the nominated candidate(s) for an office is the same as the number of positions open for such office (e.g., four Vice-Chairs), there will be no nominating speeches, and the candidate(s) shall be voted on by acclamation.

C. Nominations shall be closed before balloting begins. Voting shall be by secret ballot.

D. Each candidate for the office shall be given the opportunity to make a speech not to exceed one (1) minute.

E. The candidate(s) receiving the largest number of valid ballots cast shall be declared elected to the position. In the event of a tie which would otherwise result in the elimination of one of the candidates from the office being elected, one run-off ballot for those candidates shall be held with no additional speeches, except by leave of the Chair. Thereafter, ties for the office shall be broken by lot.

F. One election will be held for all four vice-chair positions. Each delegate may vote for up to and not to exceed four (4) nominees for vice chair. Any ballot containing more than four nominee votes shall be invalid.

12. ELECTION OF HOUSE DISTRICT OFFICERS. House District 52A and 52B Officers shall be elected in caucuses convened for that purpose at the time provided in the Agenda and in accordance with the following rules:

A. Election of 1) one (1) Chair and 2) one (1) Deputy-Chair shall be made in this order.

B. Nominations may be made by entering in the nomination form at the table or from the floor by only duly elected delegates and seated alternates in their respective House Districts. Candidates may nominate themselves.

C. No nominating or seconding speeches will be allowed. After nominations have been closed, nominees will be allowed one (1) minute to introduce themselves and give their backgrounds.

D. Voting shall be by secret ballot.

E. The candidate receiving the largest number of valid ballots shall be declared elected to that position. In the event of a tie which would otherwise result in the elimination of one of the candidates from the office being elected, one run-off ballot for those candidates shall be held with no additional speeches, except by leave of the Chair. Thereafter, ties shall be broken by lot.

13. ELECTION OF STATE CENTRAL COMMITTEE DELEGATES & ALTERNATES. Delegates and alternates shall be nominated and elected in the Senate District Convention as provided in the agenda and in accordance with the following rules:

A. Four (4) delegates and up to three sets of four (4) alternates shall be elected.

B. Nominations for delegate and alternate positions shall be entered into the form at the credentials table.

C. No nominating or seconding speeches will be allowed. After nominations have been closed, nominees will be allowed thirty (30) seconds to introduce themselves and give their backgrounds to the convention.

D. Voting shall be by secret ballot.

E. Ties shall be broken by lot, with all remaining candidate(s) being declared elected as alternate(s) to be seated to fill vacancies at the conventions.

F. There shall be one ballot for the election of all delegates and alternates. Those receiving the largest number of valid ballots cast shall be declared elected delegates, and those receiving the subsequent largest number of valid ballots cast shall be declared alternates. All alternates shall be ranked according to the number of votes received with any ties broken by lot.

G. Each delegate may vote for up to and not to exceed four (4) nominees for State Central delegate. The ballots shall be collected by the BPOU Leaders and given to the convention tellers. Any ballot containing more than four nominee votes shall be invalid.

14. 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. In other words, free association, streams of consciousness, spontaneous inspiration or revelations are usually not germane. There should be a logical connection between all statements and/or actions, and what is going on.

II. There is no such thing as a friendly amendment. Once a matter is before the group, it is the property of the group, and no one or two people, not even the maker and the seconder of the motion, may change it without going through the amendment process.

III. 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 chair and/or the group.

IV. 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.