

**Convention Rules for Even Years**  
**Senate District 36 of the Republican Party of Minnesota**  
**April 6, 2024**

**1. Order of Business:**

- 1.1 The order of business of this convention shall be listed in the official Agenda of the Convention, subject to the discretion of the presiding Chair. The Convention Chair shall have the prerogative to suspend the order of business for the purpose of introducing other matters pertinent to the business of the convention.

**2. General Rules and Procedures:**

- 2.1 **Robert's Rules of Order, Newly Revised**: shall be the parliamentary authority on all points not covered by the Constitution of the Republican Party of Minnesota, the statutes of the State of Minnesota, official Call of the Convention, the Constitution adopted by this Convention, or the Rules adopted by this Convention.
- 2.2 **Quorum**: a) The quorum for convening the Convention shall consist of **15%** (percent) of the delegates or their alternates accredited to the Convention and shall be based on the preliminary report of the Credentials Committee. b) The quorum for conducting business at the Convention shall be **50%** (percent) of the total number of registered delegates and seated alternates as determined by the Final Report of the Credentials Committee.
- 2.3 **Appointments**: The Convention Committee, Parliamentarian, Secretary, Tellers, Timekeeper, Sergeant-at-Arms, and other functional positions, as needed, shall be appointed by the Convention Chair.
- 2.4 **Signs and Literature**: Candidate or issue signs are specifically prohibited over, behind or on the stage, front wall or head table area. All written material shall have a disclaimer that shows the person or organization responsible for the document. Any documents not having a disclaimer shall be seized by the Sergeant-at-Arms.
- 2.5 **Facility Rules**: The Convention attendees shall abide by the rules set forth by the facility.
- 2.6 **Persons Permitted on the Floor**: Only Convention officials, registered delegates, seated alternates, and authorized guests shall be permitted on the floor.
- 2.7 **Effective Time**: All provisions of these rules shall become effective immediately upon their adoption by the Convention.
- 2.8 **Amendment of the Rules**: Once adopted, these rules shall not be amended nor suspended except by a two-thirds (2/3) vote of the Convention.

**3. Seating of Delegates and Alternates:**

- 3.1 **Permanent Roll**: The permanent roll of the Convention shall be constituted as follows:
- 3.1.1 The duly elected delegates of each precinct, elected at the last caucus, within the boundaries of Senate District 36, who are present and registered.
- 3.1.2 The duly elected and seated alternates for the absent delegates. RPM Constitution Article VII, Section 3, states that BPOUs may elect up to twice as many Alternates as the number of Delegates allotted.
- 3.1.3 A delegate arriving late shall be seated as soon as they register (Note: registration closes at **10:30 am.**), or when they return to the convention floor, replacing the lowest ranked seated alternate, except when a ballot is in progress.
- 3.1.4 If a precinct has an insufficient number of delegates and alternates to fill its delegation, that precinct shall have incomplete representation.

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- 3.2 **Seating of Alternates**: Alternates shall be seated in the order of rank determined at their precinct caucus. If a precinct did not record rankings, the alternates will be chosen by coin flip to determine seating. In the event that the Precinct Chair is absent, the next highest precinct officer shall assume the responsibilities for the Precinct Delegation. If no precinct officer is present, the Convention Chair shall designate a delegate as Acting precinct Chair for the Convention. Cross seating of alternates into other precincts within their Congressional District and House District, will be allowed after the final credentials report to allow precincts to fill their allotment of delegates for this convention.
- 3.3 **Disputes and Challenges**: Any dispute in the filling of a delegation, or challenge made to the qualifications of a delegate or alternate, shall be referred to the Credentials Committee Chair – Subject to appeal of the Convention Chair.
- 3.4 **Credentials Report**: The Credentials Committee shall report when requested by the Convention Chair.

**4. Speaking:**

- 4.1 **Manor of Addressing the Convention**: A registered delegate or seated alternate wishing to speak shall rise, approach a microphone, address the Chair, and state their name, precinct, and purpose for rising. The time allotted for speaking shall be limited to one (1) minute.
- 4.2 **Debate**: The total time allotted for debate on any amendment to a motion or resolution to the platform shall be six (6) minutes with equal and alternating time allotted for pro and con speakers. Each speaker shall be limited to one (1) minute. No person shall be allowed to speak a second time until all those desiring to speak have had a first opportunity to do so and no delegate may speak more than two (2) times on the same questions. At least one (1) speaker for each side of the question shall be afforded the opportunity to speak to an issue before a “call for the question” shall be in order. The Convention Chair may request that a motion/amendment/resolution be available in writing prior to any debate.
- 4.3 **Time Allotted for Speeches**: At any time, the Convention Chair may recognize dignitaries such as congressional or statewide candidates, statewide or federal elected GOP legislators, state constitutional officers, or county commissioners, to address the Convention. In order for the Convention to proceed in a timely manner, the time allotted for said dignitaries shall be limited to three (3) minutes, additional time may be allotted as needed, at the discretion of the Chair.

**5. Voting:**

- 5.1 **Eligible Voters**: Only delegates and seated alternates registered and present at the Convention shall be permitted to vote. (Note: registration closes at 10:30 am)
- 5.2 **Manner of Voting**: The vote on all questions shall be by voice vote subject to the following restrictions.
- 5.2.1 A rising vote shall be taken if requested by at least two (2) delegates or at the discretion of the Convention Chair.
- 5.2.2 A secret ballot shall be allowed if requested by at least twenty (20) delegates or at the discretion of the Convention Chair.
- 5.2.3 SD 36 shall use an Electronic Voting System for electing the BPOU Officers. Voting for State Central Committee Delegates and Alternates shall be conducted concurrently, by electronic voting for CD4, and paper ballots for CD6.

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- 5.3 **Unit Rule:** There shall be no voting by proxy or unit rule. “Unit Rule”, as used in this section, means any agreement entered into by any delegation that a majority of votes from the delegation on any issue or election will bind the total delegation to vote as a unit on such issue of election.
- 5.4 **Disputes:** If there is a dispute as to the vote of any precinct, the Convention Chair shall instruct the Head Teller and tellers to canvas the vote of said precinct and then report to the Convention.
- 5.5 **Second:** No second shall be required to a motion to adopt the majority report of any committee. A minority report of any committee may be offered for substitution for the majority report if supported by at least one-third (1/3) of the committee members.

**6. Resolutions to the Platform:**

- 6.1 **Submission of Resolutions:** Resolutions to the Platform brought on the day of the Convention shall be in writing and shall be referred to the Resolutions Committee no later than thirty (30) minutes after the close of registration.
- 6.2 **Resolutions Committee Report:** Only resolutions presented in a printed report to the Convention, by the Resolutions Committee shall be considered. The report shall be read aloud to the Convention by the Chair or the Resolutions Committee or their appointee. Any amendments to the printed report of the Resolutions Committee shall be in writing and shall be presented to the Secretary or Chair of the Convention by the Resolutions Committee before the time resolutions are considered.
- 6.3 **Procedure for Debate and Voting:** Resolutions will be divided into two (2) groups for voting, debatable and non-debatable. After the reading of each resolution, there shall be a brief period for delegates to call for a point of information for the purpose of asking questions about the resolution. The Convention Chair shall make sure that the point of information is germane to the resolution. A motion to pull a resolution from the resolutions ballot for debate shall be in order at this time. This motion shall be non-debatable and shall require a majority vote for adoption. The printed resolutions shall not be open to amendment or debate at this time. Those resolutions not pulled for debate shall be deemed non-debatable.
- 6.3.1 The non-debatable resolutions shall be voted upon first.
- 6.3.2 Resolutions which have been pulled will be debated and voted on after all non-debatable resolutions have been considered.
- 6.3.3 Resolutions received by the Resolutions Committee on the day of the Convention shall be open to amendment and debate and voted upon after the printed resolutions have been considered.
- 6.4 **Chair’s Discretion:** The Convention Chair shall have the prerogative to suspend debate on resolutions at any time to conduct other Convention business and may move items of the report which are subject to amendment for consideration after other items of the Resolutions Report are adopted or rejected.

**7. Legislative Endorsement:**

- 7.1 **Registering with the Nominations Committee:** Any person wishing to be nominated for Republican Endorsement for State Representative or State Senator must register with the Nominations Committee no less than three (3) days prior to the 2024 Endorsing Convention. The Nominations Committee shall convene at the call of the Committee Chair or at the direction of the Convention Chair.

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- 7.2 **Nominations Committee Report:** The Nominations Committee shall report to the Convention with a finding of “qualified” or “not qualified” for those candidates who have registered with the Nominations Committee. **Nominations from the floor shall not be in order.**
- 7.3 **Singular Endorsement:** Only one candidate maybe endorsed for each office. All candidates being considered for endorsement must agree to seek office as a Republican if endorsed. When more than one candidate is seeking endorsement, all of them shall be voted on at the same time.
- 7.4 **Addressing the Convention:** Each candidate nominated by the Nominating Committee shall be allotted five (5) minutes, including nominating speeches, to address the Convention. The order of appearance shall be determined by lot.
- 7.4.1 In the case of no endorsement after 2 ballots, each candidate or candidate designee shall be allowed three (3) minutes to speak before the next ballot.
- 7.4.2 **Balloting:** Balloting for legislative endorsement for State Senate shall be by Senate District and for State Representative shall be by House District. Balloting shall be conducted in the following manner:
- 7.4.3 If only one candidate is seeking endorsement, balloting may be conducted by a voice vote.
- 7.4.4 If two or more candidates are seeking endorsement, balloting will be by secret ballot.
- 7.4.5 If more than two (2) candidates are seeking endorsement, after the third and successive ballots, the candidate receiving the least number of votes shall be removed from the list and balloting shall continue until one candidate is endorsed or endorsement proceedings are adjourned.
- 7.5 **Valid Ballots:** Those ballots marked with one and only one nominated candidate’s name or “no Endorsement” shall be counted as valid ballots.
- 7.6 **Endorsement Threshold:** Only valid ballots will be counted for the purposes of determining the total votes cast and the votes required to achieve the required 60% (percent) of valid ballots endorsement threshold.
8. **Nomination and Election of Delegates and Alternates to Congressional and State Conventions:**
- 8.1 **Nominations:** Any person wishing to be considered for nominations as a State and Congressional District Convention Delegate Candidate, shall be a duly elected delegate or alternate elected at a precinct caucus held on February 1, 2022 within Senate District 36. All delegate candidates must place their name on the appropriate Delegate Candidate Sign-Up sheet by **10:15 am**. Nominations by proxy shall not be allowed unless submitted in writing with the nominee’s own signature or from the nominee’s own email account. Further nominations from the floor shall not be in order. The Nominations Committee may, at its discretion, request that a candidate appear before the committee to establish qualifications. The Nominations Committee will present the final list of approved nominees to the Convention.
- 8.2 **Single ballot for each Congressional District:** Delegates and alternates elected to the State Convention shall also be delegates and alternates to the appropriate Congressional District Convention. As such, one ballot per Congressional District will be cast to elect delegates to both Conventions.
- 8.3 **Addressing the Convention:** Each nominee shall be allowed thirty (30) seconds to address the Convention prior to balloting. The order of addressing the Convention shall be alphabetical by last name, A-Z or Z-A, as determined at the time by a coin toss, and as listed on the ballot.

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- 8.4 **Valid Ballots:** Delegates and alternates shall be elected on the same ballot. Ballots for delegate or alternate are invalid if:
- 8.4.1 they are blank,
  - 8.4.2 preprinted on unofficial ballots,
  - 8.4.3 include the name of a person not nominated,
  - 8.4.4 contain more names than allotted number of delegate positions
  - 8.4.5 have duplicate names.
- 8.5 **Manner of Voting:** The vote shall be by secret ballot, unless the number of nominees is equal to, or less than the number of delegate positions. Then the vote may be by voice.
- 8.6 **Ranking:** All properly marked ballots for delegate will be tallied by the Convention Tellers with the nominees ranked in order of vote total: highest vote first (1<sup>st</sup>) lowest vote last. Ties shall be broken by coin toss. Delegates and alternates will be ranked as follows:
- 8.6.1 Nominees ranked 1 - 23 will be declared Delegates for the CD4 and State Conventions
  - 8.6.2 Nominees ranked 24 - 46 will be declared Alternates for the CD4 and State Conventions and ranked by vote total.
  - 8.6.3 Nominees ranked 1 - 15 will be declared Delegates for the CD6 and State Conventions
  - 8.6.4 Nominees ranked 16 - 30 will be declared Alternates for the CD6 and State Conventions and ranked by vote total.

**9. Report of Convention Results:**

- 9.1 At the conclusion of your convention, the Convention Secretary will report the BPOU officers and Delegates/Alternates from CD4 and CD6 to State Central Committee back to MN GOP HQ for record-keeping purposes. See the website [MNGOP.org/party-resources](http://MNGOP.org/party-resources) for the appropriate form to complete and mail back to Andy Aplikowski at [aaa@mngop.com](mailto:aaa@mngop.com). Also send the SD 36 Constitution and Bylaws.
10. **Adjournment:** A motion to adjourn the Convention shall not be in order until all items on the Agenda have been addressed on the convention floor excluding agenda item "other business".

RULES UPDATES: April 6, 2024