

PROPOSED AND TEMPORARY RULES

2022 DFL CD2 Convention

GOVERNING AUTHORITY AND AGENDA

1. **Subordination.** Upon all matters not governed by the Official Call, the State DFL Party Constitution and Bylaws, the Congressional District Constitution, and these Rules, *Robert's Rules of Order, newly revised* shall govern. Provisions of the Official Call shall take precedence over any other party rules at any level wherever a conflict exists.
2. **Agenda and Rules.** A majority vote of the convention is required to adopt these rules and the agenda. Once adopted, these rules and the agenda shall govern unless suspended or modified by a two-thirds vote of the convention.
3. **Quorum.** The quorum for conducting any business of the convention is a majority of the registered delegates (including upgraded alternates).

SEATING OF DELEGATES AND ALTERNATES

4. **Registration.** Registration of delegates and alternates to the convention shall continue until adjournment. Newly registered delegates and upgraded alternates may not enter while the floor is frozen.
5. **Seating of Delegates.** All registered delegates (not alternates) on the temporary roll shall be seated.
6. **Credentials Challenges.** The convention shall hear and resolve any challenges regarding delegate or alternate seating pursuant to the Official Call. Any delegates or alternates entitled to be seated after all challenges have been resolved shall go to the registration table with their delegation chair so that proper seating can be arranged. See #45 for virtual rules on this.
7. **Registration Inside the Virtual Convention.** As soon as practical after verification of a quorum, the credentials committee shall continue registration of delegates and upgrading of alternates to the virtual convention floor so as to permit its members to maintain a consistent and accurate delegate count by precincts while participating as convention delegates. See #45 for virtual rules on this.
8. **Equal Division.** The delegation co-chair(s) shall maintain equal division for the delegation (and subcaucus) whenever possible. This is achieved by upgrading alternates giving preference to the highest-ranked alternate with a gender identity that will achieve and/or maintain equal division (even if this means skipping a higher-ranked alternate).
9. **Upgrading of Alternates.** The following rules shall govern upgrading and downgrading of alternates:
 - a. **Alternates Elected At Large.** Alternates elected at large shall be upgraded to delegate status according to their numerical ranking on the precinct report and according to equal division.
 - b. **Alternates Elected by Subcaucus.** Alternates elected through subcaucus voting systems will be upgraded to delegate status in the order reported within their subcaucus and according to equal division. If there are no alternates available from within a subcaucus, alternates will be raised from among the highest ranking alternates, who will achieve or maintain equal division, within the other subcaucuses by a lottery in which each subcaucus will be represented in proportion to its delegate allocation strength.
 - c. **No Upgrading During Voting.** There shall be no upgrading of alternates during any voting process.

10. **Floor Passes—Campaigns.** No more than [5] floor passes shall be issued by the credentials committee chair to each candidate for those positions that are on the agenda to be elected or endorsed at this convention. Individuals with campaign floor passes shall not be permitted on the floor when it is frozen.
11. **Floor Passes—Accommodations.** Special floor passes shall be issued for an interpreter or other personal care assistant for any delegate or upgraded alternate who submits a request to the credentials committee. Such persons may be permitted access to the virtual convention floor, but shall play no role in the convention.

GENERAL CONVENTION RULES

12. **Adjournment.** The convention shall not adjourn before completing the following business:
 - a. Elections of party unit officers specified in the constitution
 - b. Consideration of Congressional District Endorsement
13. **Convention Chairs.** The convention shall elect one or more Convention Chairs, with equal division, by plurality vote or as the convention determines.
14. **Convention Assistants.** The Convention Chairs shall appoint a convention secretary and may appoint parliamentarians, timekeepers, tellers, sergeants-at-arms, and other assistants as they deem necessary to conduct convention business.
15. **Equal Division by Gender Identity.** The Convention Chairs shall ensure that each election complies with the requirements regarding equal division located in the Equal Division section of the State DFL Rule Book (Addendum A of the Minnesota DFL Constitution and Bylaws). Even numbered allocations shall be equally divided. Odd numbered allocations shall be as equally divided as possible. If both delegate and alternate allocations are odd numbered, the imbalance in delegate election must be reversed in favor of an underrepresented gender identity in the alternate election.
16. **Voting Methods.** Contested elections and endorsements shall be done by electronic ballot. In the event of a tie vote in an election, there will be a run-off ballot including only the names of the tied candidates; if a tie still exists, it will be broken by lot, (a coin flip on camera). All other voting shall be by voice vote or uncounted rising vote unless a written ballot vote is requested by the Convention Chair or by one-third of the delegates present. See #51 for details on virtual voting.
17. **Ballot Distribution.** Convention tellers shall distribute ballots electronically. Ballots shall be distributed only to delegates and upgraded alternates seated under the rules of this convention.
18. **Prayer Breaks.** The convention shall recess for scheduled prayer breaks. No business including the upgrading of alternates shall be conducted during a prayer break.

SPEECH AND DEBATE RULES

19. **Recognition.** No delegate may speak until recognized by the Convention Chair. Speakers will first state their name and precinct, and may state their pronouns. Speakers should always address the chair. No person may speak more than once on an item of business until all others on that side who wish to do so have had an opportunity.
20. **Speaking Limits—Debate.** Unless otherwise provided for in these rules, no delegate shall speak for more than [2] minutes on any item. The chair will rotate speaking privileges among proponents and opponents of a measure to the extent possible. Debate will terminate when [3] speakers have been heard on each side.
21. **Speaking Limits—Credentials Challenges.** With respect to credentials challenges, prior to the floor debate, speakers on behalf of both the challenged delegation and the challenging

delegation shall each be allowed **[5]** minutes in total to present their positions, with the challenged delegation speaking last.

22. **Dropped or Withdrawn Candidates.** A properly nominated candidate who is dropped under the appropriate drop rule, or who voluntarily withdraws, may address the convention, committee, or commission for up to one minute immediately after withdrawing, or before or immediately after the ballot result is announced.
23. **Motions to Table.** Any motion to table shall be considered as though it were a motion to postpone indefinitely. A motion to postpone indefinitely does not preclude amendments to the main motion.
24. **Motions to Reconsider, Object to Consideration.** The motions “to reconsider and enter on the minutes” and “to object to consideration” are not in order. The motion to reconsider is in order and will require a two-thirds vote.
25. **Motions in Writing.** Any amendment to a motion or resolution which removes, changes, or adds **[5]** or more words must be submitted in writing to the Convention Chairs before being considered.
26. **Dignitary Speeches.** Incumbent DFL office holders, declared DFL candidates, and other party dignitaries may address the convention at the discretion of the Convention Chairs. Such visitors will limit their remarks to no more than **[2]** minutes.

QUESTION AND ANSWER

27. **Order of Business.** There will be a question-and-answer period after candidate presentations in contested races as follows:
 - a. **Submission in Writing.** All other questions must be submitted in writing before the completion of candidate presentations.
 - b. **Criteria for Questions.** All questions must be:
 - i. Legible
 - ii. General in nature and addressed to all candidates
 - iii. Cover a single topic
 - iv. Not in the nature of a personal attack
 - v. Possible to answer within a **[1]** minute period.
 - c. **Screening of Questions.** The Convention Chairs or their designee shall screen all questions and eliminate any that are duplicative or not in compliance. The remaining questions shall be drawn by lot.
 - d. **Asking Questions.** Convention Chair shall ask the candidates each question in turn, but shall not read any preliminary remarks, statements or explanations included with the question.
 - e. **Order of Response.** The order of response for the first question will be established by lot and will rotate for each subsequent question.
 - f. **Time Limit for Responses.** Each candidate shall be allowed **[1]** minute to answer each question.

- g. **Time Limit for Question Period.** The Question period will last for up to **[10]** minutes or until all questions are asked but shall be extended to allow all candidates to answer the final question.

PARTY OFFICER ELECTIONS

28. **Nominations and Speeches.** The nominations committee shall place in nomination the committee's recommendations. Other nominations shall be made from the floor without speeches or seconds. Candidates for election to a party unit office shall be nominated by name only, but each candidate may have [2] minutes to use as they wish.
29. **Chair, Vice Chair, etc.** The Unit Chair, Vice Chair (not of the same gender identity as the Chair), Outreach Officer, Secretary, Treasurer, and Communications Officer shall be elected by a majority vote. Voting will be conducted by separate ballot for each position. If none of the nominees for an office receive a majority vote on a ballot, the nominee with the least number of votes will be dropped on the next ballot, provided that at least two candidates remain on that ballot. If the unit's constitution specifies annual conventions, these officers will be elected at the odd year convention.
30. **Directors.** The convention shall elect Directors as specified in the unit constitution, with equal division by plurality vote.
31. **State Central Committee Members.** The convention shall elect State Central Committee members as specified in the Official Call, with equal division.
32. **State Standing Committee Members.** The convention shall elect State Standing Committee members as specified in the State DFL Party Constitution and Bylaws, with equal division.
33. **State Directors.** The convention shall elect State Directors as specified in the State DFL Party Constitution and Bylaws, with equal division.

CONGRESSIONAL DISTRICT ENDORSEMENT RULES

34. **Nominations.** Candidates for State Senate endorsement shall be nominated by name only.
35. **Speeches.** Each candidate (and/or their representative(s)) shall be allowed no more than **[10]** minutes to address the convention. No others may speak on behalf of or against the candidate.

QUESTION AND ANSWER

36. **Question and Answer.** A question-and-answer period will follow the rules in the Question and Answer section of these rules.
- a. **Order of Business.** There will be a question-and-answer period after candidate presentations in contested races as follows:
- b. **Submission in Writing.** All other questions must be submitted in writing before the completion of candidate presentations.
- c. **Criteria for Questions.** All questions must be:
- i. Legible
 - ii. General in nature and addressed to all candidates
 - iii. Cover a single topic

- iv. Not in the nature of a personal attack
 - v. Possible to answer within a **[1]** minute period.
- d. **Screening of Questions.** The Convention Chairs or their designee shall screen all questions and eliminate any that are duplicative or not in compliance. The remaining questions shall be drawn by lot.
 - e. **Asking Questions.** Convention Chair shall ask the candidates each question in turn, but shall not read any preliminary remarks, statements or explanations included with the question.
 - f. **Order of Response.** The order of response for the first question will be established by lot and will rotate for each subsequent question.
 - g. **Time Limit for Responses.** Each candidate shall be allowed **[1]** minute to answer each question.
 - h. **Time Limit for Question Period.** The Question period will last for up to **[30]** minutes or until all questions are asked but shall be extended to allow all candidates to answer the final question.

VIRTUAL CONVENTION RULES

- 37. **Selection of Virtual Meeting Technology.** The convention shall be conducted online only using Zoom video conferencing software.
- 38. **Venue for Convention Business.** With the exception of elections within subcaucuses, all official business typically conducted in the convention shall be conducted in the virtual meeting room. Breakout rooms may be used for subcaucusing, informal conferences of convention officials, credentialing of attendees, upgrading of alternates, counting/verification of electronic ballots, and other business explicitly authorized by a majority vote of the convention and then reported back.
- 39. **Designated Virtual Meeting Hosts.** Individual(s) with host privileges shall ensure that the convener(s), the Convention Chairs, the credentials committee chair and/or their designee(s), the sergeants-at-arms, and the technology assistants are assigned sufficient privileges to perform their duties.
 - a. **Technology Assistants.** Before registration begins, the convener(s) may select technology assistants to operate the virtual meeting technology for the convention. Once elected, the Convention Chairs shall formally appoint the technology assistants, selected by the convener(s), as convention assistants. The Convention Chairs may appoint other technology assistants.
 - b. **Enforcement of Rules.** The Convention Chairs may use Zoom's moderation tools (or authorize others to use them) to correct and prevent violations of these rules.
 - c. **Malfeasance.** The Convention Chairs shall be responsible for proper use of the moderation tools during the meeting, including ensuring that no one uses their privileges to wrongfully deprive delegates or other participants of their rights in the convention. The Convention Chairs shall ensure that such malfeasance is remedied immediately and, if necessary, revoke or reassign host privileges.

40. **Access to the Virtual Meeting Room.** The virtual meeting room shall be the floor of the convention. Only seated delegates, upgraded alternates, convention officials, and those with floor passes shall be admitted to the virtual meeting room. A mechanism for visitors to observe the convention business must be provided. All participants shall be required to provide their full name and email address before entering the meeting. Non-upgraded alternates and other visitors shall be placed in a waiting room. The sergeants-at-arms, the credentials committee chair, and their designees may use breakout rooms to speak with and ascertain the identities of users before or after admitting them to the meeting. Delegates and upgraded alternates admitted after the convention is called to order shall not be permitted to vote in any electronic ballots distributed prior to their admittance.
41. **Muting.** All participants' microphones must remain muted unless they are properly recognized by the Convention Chair. The hosts shall mute participants' audio to eliminate sound that interferes with the convention. The Convention Chairs and hosts may use muting to enforce time limits in debate and candidate speeches. The Convention Chairs may also order that all participants' audio be muted and that the ability to unmute be restricted.
42. **Chat.** Participants may use the chat function to send messages to the Convention Chair, or designated staff.
 - a. **Appropriate Use.** Unless the Convention Chairs direct otherwise, participants may send messages in chat to seek recognition from the chair, submit written motions, raise points of order, make requests for information or certain privileges, or seek assistance with virtual meeting technology. The Convention Chairs may use the general chat to send links to electronic ballots, written reports of committees and officers, written motions, DFL events or organizations, and other content for the good of the order. Participants may submit requests to share links to the Chair via a direct chat message, email, or other means stated by the Chair. Links submitted by participants to the Convention Chair should be related to announcements of interest to delegates.
 - b. **Prohibited Conduct.** All communications via chat are subject to the same rules of decorum as any spoken communications during the convention, including DFL rules governing appropriate conduct. Participants shall not send URL links to the general chat. Participants shall not debate questions or issues within the chat. The Convention Chairs may order chat privileges to be temporarily or permanently restricted, to prevent violations of this rule.
43. **Recording.** The convener(s) shall determine whether the convention will be recorded. The recording of the convention, as well as retention and intended distribution of any recording, shall be communicated to the participants. Participants who do not wish to have their image recorded are welcome to leave their camera off.
44. **Screen Sharing.** Only hosts or other individuals who the Convention Chairs designate shall be permitted to screen share. If screen sharing is available, one of the convention officials shall use screen sharing to display the text of any written motions before they are considered for adoption.
45. **Requesting Recognition to Speak.** Delegates may seek recognition using a nonverbal indication, such as a hand-raising function if available, or via a chat or email message to the Convention Chairs or a designated virtual meeting host via phone.
46. **Voting Methods.** Voting typically done by voice vote (acclamation), shall be conducted using "Yes"/"No" voting buttons. On votes conducted using the voting buttons, the Chair shall call separately for the votes of delegates participating by phone to unmute and vote by voice. Voting in a contested election or when a division or a counted vote is requested shall be by electronic ballot. Electronic ballots must display the text of the motion being voted on or

contain the names of all candidates for the office being elected. The ballot must also record each vote individually with the name of the delegate voting.

47. **Freeze Virtual Meeting Room.** Before conducting any ballot votes at the convention, the Convention Chair has the discretion to freeze access to the virtual meeting room. Before access is frozen, those with campaign floor passes shall be moved out of the virtual meeting room. The virtual meeting room shall be unfrozen once the chair has determined that voting is completed, and those with campaign floor passes shall be readmitted to the virtual meeting room.
48. **Upgrading of Alternates.** The Credentials Committee Chair and/or their designee(s) shall be responsible for upgrading and downgrading of alternates. The committee shall maintain an accurate list of those with voting privileges to be provided to the Convention Chairs and tellers throughout the convention.