

PROPOSED RULES

2014 DFL SECOND CONGRESSIONAL DISTRICT CONVENTION

GOVERNING AUTHORITY AND AGENDA

1. Upon all matters not governed by the State DFL Party Constitution and Bylaws, Official Call, 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. 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. The quorum for conducting any business of the convention is a majority of the registered delegates.

SEATING OF DELEGATES AND ALTERNATES

4. 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. Each Organizing Unit delegation shall elect two delegation co-chairs for purposes of alternate seating, roll calls and ballot voting. The Convention Chair shall instruct the convention as to the duties each delegation chair will be expected to perform during the convention. The name of each delegation chair shall be reported promptly to the Convention Chair. Any delegate shall be eligible for election as delegation chair.
6. The seating of delegates and alternates shall be governed by the following:
 - a. All registered delegates (not alternates) on the temporary roll shall be seated.
 - b. The convention shall hear and resolve any challenges regarding delegate or alternate seating pursuant to the Official Call. Challenged delegates or upgraded alternates shall not be allowed to vote on their own challenges.
 - c. 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. As soon as practical after verification of a quorum, the registration staff shall function inside the convention hall so as to permit its members to maintain a consistent and accurate delegate count by Organizing Unit while participating as convention delegates.
 - d. Alternates elected at large shall be upgraded to delegate status according to their numerical

ranking on the Organizing Unit report. Alternates elected through subcaucus voting systems will be upgraded to delegate status in the order reported within their subcaucus. If there are no alternates available from within a subcaucus, alternates will be raised from among the highest ranking alternates within the other subcaucuses by a lottery in which each subcaucus will be represented in proportion to its delegate allocation strength.

- e. When leaving the floor for more than 15 minutes, a delegate or upgraded alternate shall leave their credentials with their delegation chair, so as to insure that there is a full delegation on the floor at all times, and to maximize the opportunity for alternates to have floor time and participate in the convention.
- f. Five floor passes for candidates for endorsement or party office shall be issued to those positions that are on the agenda to elect at this convention.
- g. A temporary delegate badge shall be issued to an appropriate alternate when the alternate is raised to delegate status. There shall be no upgrading of alternates during any voting process. If the upgraded alternate is subsequently returned to alternate status, the alternate's delegate badge shall be immediately surrendered.
- h. Non-upgraded alternates and visitors shall be seated separately from delegates and shall not be allowed on the convention floor during the convention.
- i. 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 seated in close proximity to the delegate or alternate they are assisting, but shall play no role in the convention.
- j. During the counting of written ballots, each candidate for the office being tallied is permitted to have one representative/observer present.

GENERAL CONVENTION RULES

7. A motion to adjourn shall not be in order until the following conditions have been met:
 - a. Elections for Party Officers as enumerated in the Constitution to be elected at this convention
8. One or more Convention Chairs, with gender balance, shall be elected by a plurality vote of the convention.
9. 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.

10. Candidates for election to a party office shall be nominated by name only, but each candidate may have 2 minutes to use as they wish.
11. Contested elections and endorsements shall be done by written 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. All other voting shall be by voice vote or division unless a written ballot vote is requested by the Convention Chair or by 1/3 of the delegates present.
12. Convention tellers shall distribute ballots to the chair of each Organizing Unit delegation on matters to be determined by written ballot. Ballots shall be distributed only to delegates and upgraded alternates seated under the rules of this convention. These ballots shall be returned by the Organizing Unit delegation chair to the tellers.
13. Smoking and use of intoxicants is prohibited on the convention floor or on school premises.
14. No person may place any banners or posters on the convention platform or in any way obstruct the view of the platform by delegates. All signs and other materials must comply with the rules of the convention facility, and with any additional rules and procedures established by the central committee or Arrangements Committee. No moving demonstrations are permitted during balloting. There shall be no disruptive demonstrations in the galleries. Each delegation will be responsible for collecting materials and garbage. Whistles, air horns, bull horns, and strobe lights or other similar devices will not be allowed during the convention in the convention hall.
 - a. No campaign shall post more than 12 candidate yard signs inside the school building, each no larger than 2'x4'.
 - b. Posting of signage outside the school building shall be accomplished by use of wire stands only. Use of rebar or anything larger is prohibited.
15. The Arrangements committee shall provide a written list of restrictions, for the use of each campaign.
16. Anything attached to any flat surface shall be attached with blue painters tape.
17. All campaign materials brought into or posted at the convention venue shall be removed, at the end of the convention by the campaign that brought them.

18. The nominations committee shall place in nomination the committee's recommendations. Other nominations shall be made from the floor without speeches or seconds.
19. The Convention Chair shall insure that each election complies with the requirements regarding equal division by gender.

SPEECH AND DEBATE RULES

20. No delegate may speak until recognized by the Convention Chair. Speakers will first state their name and Organizing Unit. 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.
21. 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 floor microphones and between proponents and opponents of a measure to the extent possible. Debate will terminate when 3 speakers have been heard on each side.
22. With respect to credentials challenges to delegations, 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.
23. A properly nominated candidate who is dropped under the drop rule, or who voluntarily withdraws, may address the convention, committee, or commission for up to two minutes (with additional time in the discretion of the Chair) immediately after withdrawing, or before or immediately after the ballot result is announced.
24. 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. 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. Any amendment to a motion or resolution which removes, changes, or adds 5 or more words must be submitted in writing to the Convention Chair before being considered. When the motion to amend is made, it must be seconded. Amendments take a majority vote for adoption.
26. Incumbent DFL office holders declared DFL candidates and other party dignitaries may address the convention at the discretion of the Convention Chair. Such visitors will limit their remarks to no more than 2 minutes, with additional time in the discretion of the chair.

PARTY OFFICER ELECTIONS

27. The Chair shall call for a report of the Nominations Committee and then call for nominations from the floor. Anyone being nominated from the floor for a position open for election, other than a Table Officer Position (Chair, Vice Chair, Outreach Officer, Secretary, Treasurer,) shall not be required to have previously screened with the Nominations Committee. Any person nominated from the floor for a Table Officer position shall be required to have screened with the Nominations Committee.
28. The Nominations Committee may recommend its members as candidates for party office or state preconvention committees or party commissions, subject to the following limitations:
 - a. A member of the Nominations Committee may screen for and be recommended for a Director position, with no need to excuse themselves from screening other applicants for that position or participating in committee votes on that position.
 - b. A member of the Nominations Committee may screen for and be recommended for a position other than a Director position, provided that they do not participate in screening other applicants for that position or in the committee's vote on its recommendation for that position.
29. The Chair, Vice Chair (not of the same gender as the Chair), Outreach Officer, Secretary, and Treasurer 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 receives 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 the ballot.
30. The convention shall elect 19 Directors as specified in the Constitution, with gender balance. If delegates sufficient to elect one Director request proportional voting for Directors, the convention will use the Walking Subcaucus system provided in the Official Call following the rules stated in the Walking Subcaucus section of these rules. If proportional voting is not used, Directors will be elected by majority vote of the convention.
31. If a quorum is lost, all unfilled offices shall be referred for election to the Second Congressional District Central Committee.

WALKING SUBCAUCUS

32. If a Walking Subcaucus system is used, delegates will have initial period of 10 minutes after subcaucus nominations are completed to move to the subcaucus of their choice. If all remaining subcaucuses are viable on the first count, then there shall be no second count. If any subcaucus is not viable on the first count, the Chair will announce an additional 5 minute period during which delegates can move among the remaining subcaucuses.
33. The Convention Chair shall ensure that all Walking Subcaucuses are moving smoothly and assist those that are running behind.

ENDORSEMENT RULES

34. Endorsement of a candidate for Congress requires a sixty percent affirmative vote of the Convention.
 - a. Each candidate (and/or their chosen representative(s)) shall be allowed up to **10** minutes to address the convention.
 - b. A question and answer period will follow the rules in the Question and Answer section of these rules.
 - c. Candidates receiving less than **10%** will be dropped after the first ballot. On subsequent ballots, the drop off percent will be raised by **[5%]** each ballot. In addition, after the **4th** ballot, the lowest remaining candidate will be dropped regardless of the percent. However, in no case will this drop off rule be used to reduce the number of candidates remaining on the next ballot to less than two.
 - d. If no candidate for endorsement has received sixty percent of the votes cast after **five** ballots, a motion to have no endorsement will be in order at any time thereafter, and will pass with a 60% vote. In that event, balloting shall terminate and the **2nd** Congressional District DFL will not endorse for that position prior to the primary election.

QUESTION AND ANSWER

35. There will be a question and answer period after candidate presentations as follows:
 - a. The first question shall be "Will you suspend your campaign if someone other than you is endorsed by this convention? Yes or No answer only."
 - b. There will be 6 additional questions addressed to all candidates, to be selected in the following manner.
 - c. Proposed questions from delegates and seated alternates must be submitted in writing no later

- than 5 minutes after the completion of candidate presentations.
- d. 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.
 - e. A committee composed of one representative of each congressional campaign shall screen all questions and select, by unanimous vote, 3 questions to be addressed to all candidates. If the committee is unable to promptly complete the selection process, selections shall be made by the Convention Chair.
 - f. The order of response for the first question will be established by lot and will rotate for each subsequent question.
 - g. Each candidate shall be allowed 1 minute to answer each question.
 - h. Each campaign's representative may select 1 additional question to be asked of all candidates beginning with the candidate whose campaign they represent. The order in which these 3 additional questions are addressed to candidates shall be determined by lot.
 - i. The Convention Chair shall ask the candidates each question in turn, but shall not read any preliminary remarks, statements or explanations included with the questions.

MEDIA RULES

36. There shall be a designated Media Area. A Media credential shall be required for access to the Media Area.

37. Media Credentials shall not be allowed on the convention floor when a vote is being taken and the floor is frozen.

38. Members, representatives and affiliates of non DFL organizations and campaigns, including campaign trackers, shall not make audio or video recordings of any kind, at any time during this convention, without having first obtained the consent of the Chair of the 2nd congressional District. Said consent may be withdrawn at any time.

PROPOSED AGENDA
2014 DFL SECOND CONGRESSIONAL DISTRICT CONVENTION
APRIL 26, 2014
SOUTH ST PAUL HIGH SCHOOL
700 2nd St N, SOUTH ST PAUL, MN 55075

Call to Order by CD2 Chair

Flag Ceremony and Welcome

Reading of Affirmative Action/Outreach & Inclusion Statement

Credentials Report and Resolution of any Credentials Challenges

Election of Convention Chair

Appointment of Secretary and other Convention Officials

Adoption of Agenda and Rules

Treasurer report

Consideration of Constitutional and Bylaws Amendments

Election of Party Officers:

- Chair
- Vice Chair (not of the same gender as the Chair).
- Outreach Officer
- Secretary
- Treasurer
- 19 Directors (Gender Balanced)

State Standing Committees (2 Delegates , Gender Balanced)

- Constitution
- Platform
- Outreach and Inclusion
- Party Affairs

State Preconvention Committees (2 Delegates & 2 Alternates, Gender Balanced)

- Credentials
- Nominations
- Rules

Lunch Break

Endorsement of a Candidate for Congress

Other Business

Adjournment