

Precinct Conventions ... Step 1 *on our way to the State Convention*

In election years, Texas Republicans hold Precinct Conventions, County / Senatorial District Conventions, and a State Convention. In presidential years, a National Convention is held.

The purposes of the conventions are to:

- 1) Choose delegates and alternates to the next higher convention level
- 2) Consider resolutions or statements on policy issues to send to the next higher convention and/or for eventual inclusion in the state or national Party Platform.

Anyone who votes in the Republican Primary Election (either by Early Voting, voting by mail, or at the polls) is eligible to attend his or her Precinct Convention.

The Election Judge of the Polling location provides the temporary precinct convention chair a list of those who voted. (TEC §172.1141)

Election Judges / Clerks who are in the precinct and who voted are permitted to participate in the Precinct Convention before returning ballots and election returns. (TEC §161.007) This does *not* preclude an Election Judge's legal responsibility to safeguard and protect voted ballots under his or her authority. (TEC §66.051-66.055)

Business of the Precinct Convention:

- *Election of Delegates and Alternates to County or Senatorial District Conventions*
- *Vote on Resolutions presented by Delegates in Precinct Convention to be sent to the County or Senatorial District Conventions.*

Agenda of the Precinct Convention:

- Call to Order by Precinct Chairman (or Temporary Chairman)
- Temporary Chairman prepares list of qualified participants present (including name and residence address of each person who is admitted to participate in the convention.)
- Temporary Chairman announces number of qualified participants.
- The Convention elects a Convention Chair and Convention Secretary (or any other officers considered necessary to conduct the convention's business.) TEC § 174.025
- Delegates and Alternates to County / Senatorial District Conventions are elected by majority vote and certification of eligibility by the Precinct Convention Secretary.
- Each precinct is entitled to 1 Delegate and 1 Alternate for every 25 votes for the gubernatorial candidate in that precinct in the previous gubernatorial general election. (Delegates/Alternate allocations are noted on Precinct Packets.)
- Attendees determine Delegates and Alternates to the County/Senatorial District Convention by majority vote. *Often, everyone who attends becomes a delegate.*

Each Precinct will be supplied a Precinct Packet or forms:

- Precinct Convention Attendance & Delegate/ Alternate List
- Instructions for the Precinct Convention
- Minutes for the Republican Party Precinct Convention

NOTE: 3 copies of Resolutions adopted by a majority vote in the Precinct Convention are to be submitted to the County Chairman along with the Minutes and Attendance and Delegate/Alternate List.

RESOLUTIONS

A Resolution is a formal statement or expression of an opinion put before or adopted by an assembly. Resolutions are offered by delegates for discussion and may address any topic. Resolutions passed by delegates at a convention are sent to the next convention level for consideration. Resolutions may eventually become part of the Party's Platform. Bring several copies of a proposed Resolution to share with your neighbors attending your Precinct Convention. Three copies must be submitted with the Convention records.

Permanent Precinct Chairman is responsible for an *accurate written record* of all convention proceedings, including the list of persons present, their residence addresses, and list of elected Delegates and Alternates for the County/ Senatorial District Convention.

- Permanent Chairman - records persons present as well as the list of Delegates/Alternates elected to County/ Senatorial District Convention *in triplicate*.
- Convention attendees should be allowed to review the record before adjournment.
- Upon request, the Permanent Chairman shall certify any correct copy of the record.
- Signed copy of Convention record shall be available for copying by any participant in the Precinct Convention for a period of 30 minutes immediately following adjournment.
- Permanent Chairman signs and safely transmits to the County Chairman within 3 days after the Precinct Convention (or deposits in the mail not later than the second day after) the record plus 1 copy of the record of the Convention.
- Precinct Chairman keeps a third copy for himself at least until the end of that year's biennial state convention.
- In multi-district counties, the County Chairman delivers the original record to the Temporary Chair of the Senatorial District Conventions.
- The copy shall be public record. (RPT Rule 22)

Remember... 2 copies of the precinct convention minutes must be turned in to the County Chairman not later than the third day after the Precinct Convention. If mailed, 2 copies must be mailed not later than the second day after the date of the precinct convention. (Use certified mail, with return receipt requested.) There are no provisions for sending Precinct Convention records by facsimile or e-mail because original signatures are required. Be certain the minutes are legible, complete, signed with original signatures, and that all exhibits are attached. (Second copy must also be legible.)

Concluding the Precinct Convention:

Precinct Chairman should discuss the minutes with the Precinct Convention Secretary after adjournment. The minutes are *very important*. If you err on this matter, you could be disciplined, challenged, embarrassed or a combination of these, or the Delegates and Alternates elected at your convention may not be seated. The signed copy of this written record shall be available for copying by any participant in the Precinct Convention for a period of 30 minutes immediately following adjournment. Upon request, the Permanent Chairman shall certify any correct copy of the record during this 30-minute period.

SENATORIAL DISTRICT CONVENTIONS - March 20, 2010

Step 2 on our way to the State Convention

Held on the Third Saturday after the Primary Election Day Texas Election Code (Section 174.063)

The only requirement to be elected as a Delegate or Alternate to the County/ Senatorial District Convention is to have voted in the Republican Primary election. It is not a requirement to attend the Precinct Convention in order to be elected to the next higher level. Attending the Precinct Convention will definitely increase the likelihood of being one of those elected.

(Longtime Republicans often perform tasks for the party or candidates during Election Day, which prevents them from being able to attend. However, their name must be included in the listing of Delegates and Alternates elected in their respective Precinct Convention.)

The County Convention is the next step up the ladder of the party leadership and policy development. When a county includes 2 or more Senate Districts, Senatorial District Conventions must be held.

County / Senatorial District Convention business is the same as at the precinct convention:

- Elect Permanent Chair of the Convention
- Elect Delegates and Alternates
- Adopt Resolutions for the State Convention's consideration

The informality of the small precinct convention is replaced by a more formal agenda and parliamentary rules necessary for an orderly meeting.

Your County / Senatorial District Convention is entitled to send 1 Delegate and 1 Alternate to the State Convention for every 300 votes cast in your county / district for the gubernatorial candidate in the last election. Each county in each senatorial district is guaranteed at least 2 delegates and 2 alternates.

Alternates may only vote at the state convention when seated for an absent Delegate. Each County/Senatorial District Convention determines the manner in which alternates are seated.

Election of Senatorial District Convention Temporary Chairs:

The Precinct Chairs in a District Executive Committee meet and elect a chair who then also presides as the temporary chair of the Senatorial District convention. This is the beginning point for a Senate District Convention. The Senatorial District Convention Temporary Chair works with the County Chair to organize SD Convention. (TEC § 174)

SD Convention Delegates are elected at the Precinct Convention on Primary Election Day. (TEC § 174.021)

Each Precinct Convention Chair submits written records of the Precinct Convention along with the list of Delegates elected at the Precinct Convention to the County Chair not more than 3 days after the date of the Precinct Convention. The County Chair delivers the original delegate lists to the SD Convention Temporary Chair.

The delegate lists are public information. (RPT Rule 22)

SD Convention is held on the 3rd Saturday after Primary Election Day. Hour and place shall be set by a meeting of the District Executive Committee (TEC § 174.063).

Reports from each Precinct Convention are submitted to the County Chair by each Precinct Convention Chair (including the list of elected delegates and alternates to the SD Convention and adopted resolutions.) County Chair submits each report to SD Convention Temporary Chair.

The Senatorial District Convention Temporary Chair forms the pre-convention organization by appointment of committee chairs of the Temporary Committees of the Senatorial District Convention.

Each temporary committee is formed by the appointed temporary committee chair and/or the SD Convention Temporary Chair from list of elected Delegates supplied from each Precinct Convention.

Elected Delegates are entitled to attend any meetings held by temporary committees and testify prior to the Senatorial District Convention in accordance with RPT Rule #14.

Separate discussions of each committee's duties will be authored. Committees meet prior to the Senatorial District Convention in order to perform their work. The meetings should be open for any Senatorial Convention Delegate to attend. Time and place of meetings should be communicated to the Delegates.

Temporary Committees of the Senatorial District Convention:

Credentials - hears testimony regarding any contest concerning Delegates and recommends the permanent Roll of the Convention. (Credentials is responsible for registration and issuing badges.)

Rules -- recommends supplemental rules for the Convention in accordance with RPT Rule #10, subject to Texas Statutes and RPT Rules.

Permanent Organization -- recommends Permanent Officers from among the Delegates present. RPT Rule #11 defines Convention officers.

Resolutions -- conducts preliminary deliberations to make recommendations to the Permanent Resolutions Committee. Permanent Resolutions Committee will make a formal report for adoption to the Convention Delegates.

Nominations -- conducts preliminary deliberations to make recommendations to the Permanent Nominations Committee. Permanent Nominations Committee will make a formal report for adoption to the Convention Delegates.

Beginning the Senatorial District Convention (Prior to Call to Order)

The Credentials Committee should have overall responsibility for performing Delegate/Alternate check-in and registration. Nametags for each Delegate/Alternate should be available with the Delegate Name, Precinct # and Delegate or Alternate status clearly stated on the nametag. Challenged Delegates may need to be separately credentialed, especially in cases of alternative delegations.

Committee Chairs of both Temporary Rules and Temporary Resolutions Committees present at the Temporary Chair's podium (or with the secretary), five (5) copies of the temporary reports from their committees prior to the start of the Convention. They may be inspected by any delegate or alternate to the Convention prior to the scheduled Call to Order. (RPT Rule #29B)

Agenda: (RPT Rule #30 sets the order of business for Senatorial District Conventions.)

- Call to Order by the Temporary Chairman.
- Roll Call of Temporary Roll of Delegates.

- Roll Call by Name or by Precinct Delegation count. Registration list is used to establish the temporary roll and a quorum for the convention, when approved by a majority voice vote of the registered Delegates.
- Secretary announces:
 - Number of delegations present (Precincts with no delegates or alternates present will have *no voting strength* at the convention.)
 - Combined voting strength of those delegations
 - Number of Delegates at start of the Convention.
 - RPT Rule #13b establishes a quorum for the convention to convene as a majority (more than 50%) of the delegates registered as attending. A quorum must stay in place constantly during the convention in order to stay convened.
 - 1. The number of votes represented by delegates in attendance comprises more than fifty percent (50%) of the total voting strength of the convention
 - 2. A majority of the seated precincts are present
 - 3. One-third (1/3) of the seated delegates are present.

NOTE: Convention can be temporarily adjourned for lack of a quorum if Chairman verifies the absence of a quorum using the criteria and such verification is noted in the Minutes of the Convention. *No quorum is necessary for consideration of the report of the Nominations Committee or the election of Delegates and Alternates.*
- Report of the Credentials Committee (This report shall be acted on prior to any further business.)
- Report of the Rules Committee; adoption of Supplemental Rules. (This must be done in this order to establish supplemental rules under which the Convention will operate to complete the rest of its business.)
- Report of the Permanent Organization Committee; Election of permanent officers from among the Delegates. (This must be accomplished next in order to appoint the Permanent Nominations and Permanent Resolutions Committees.)
- The Credentials and Rules Committee Permanent Chairs are also named, but there is no further work required from these committees.
- Precinct Caucuses, if applicable.
- Report of Nominations Committee; adoption of nominations.
- Report of Resolutions Committee; adoption of Resolutions.
- Other business
- Adjournment

Any Resolution offered for consideration at the Convention by a Delegate must be filed with the Secretary of the Convention no later than thirty (30) minutes after the Permanent Committee on Platform and Resolutions is appointed. The Secretary shall automatically without debate send these resolutions to the committee for consideration. It is the discretion of the committee whether to include these resolutions in their report. (RPT Rule #23)

Delegates have the right to attend the meeting of the Permanent Committee on Platform and Resolutions and testify on their proposed resolutions. (RPT Rule #14)

Discussion of the committee reports by the Convention prior to adoption should be handled fairly.

Rules adopted by the Convention may address the orderly submission of Rules and Resolutions prior to their consideration by the body and can limit proposed rules and resolutions submitted on the floor as Amendments to Committee Reports during debate and discussion only to those submitted prior to debate in accordance with any adopted rules.

SD Convention Permanent Chair should clearly state what items are being discussed and considered at each point, keeping in mind that some delegates may be new to the process and have trouble following the business under consideration.

Parliamentary procedure at the Convention governs the Senatorial District Convention. The parliamentary authority used is stated in Rule # 5 of RPT Rules and uses the current edition of *Robert's Rules of Order Newly Revised*.

Voice voting or Roll Call voting is used at the discretion of the Senatorial District Chair. RPT Rule #7 states the circumstances where the delegation can demand a Roll Call vote. Roll Call voting can be ordered by majority vote of the Delegates or when demanded in writing by at least 1/5 (20%) of the delegations from the precincts represented at the Convention. For Roll Call votes, each Precinct Chair present shall poll their delegation and announce results when called on by the Chair.

Remember that *delegations vote proportionately*.

Voting is the privilege of *only* accredited Delegates. Alternates can be seated for Delegates according to rules adopted by the Convention. *Only accredited Delegates* should be on the Convention floor when a vote is held or votes are counted.

Proportional voting is used at the convention. (TEC 174.068 (a))

There is no proxy voting (TEC 174.068 (b))

Full media access to the convention is guaranteed. (TEC 174.002)

Principal business of the SD Convention is to select Delegates to the State Convention. (TEC 174.066)

Permanent Chair is responsible for preparing and submitting list of names and residence addresses of the elected Delegates and Alternates for the biennial State Convention to RPT State Chair no later than the 5th day after SD Convention adjourns. (TEC 174.069)

Records are not public records* but can be made available to current Delegates or Alternates to the State Convention or Republican candidates or officeholders. * (RPT Rule #32(b))

Citations from Texas Statutes are taken primarily from sections of the Election Code as adopted by acts of the Texas Legislature through 2007.

Citations from the General Rules of the Republican Party of Texas are taken from rules adopted June 13, 2008 and effective January 1, 2009.