

SENATE DISTRICT 40 CONVENTION

April 13, 2024

Proposed Rules

GOVERNING AUTHORITY AND AGENDA

1. Upon all matters not governed by the Official Call, the State DFL Party Constitution and Bylaws, the Senate District Constitution, and the rules adopted by this convention, Robert's Rules of Order, newly revised shall govern. Provisions of the Constitution and 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 (including upgraded alternates).

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. Delegates shall be seated in their precinct. Each precinct delegation shall elect one or more delegation 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. The convention shall hear and resolve any challenges regarding delegate or alternate seating pursuant to the Official Call. No challenged delegate shall be seated until the challenge has been dismissed by a majority vote of the convention. No challenged delegate shall vote on the challenge to his or her seat. In the event an entire delegation is challenged, no delegation shall vote on a challenge to that delegation's seating.
 - b. 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.
 - c. Alternates elected at large shall be upgraded to delegate status according to their numerical ranking on the precinct report. Precincts that failed to rank alternates

- will be ranked by lot, alternating rank by gender-identity. The Credentials Committee will be responsible for ranking these precincts in this manner.
- d. Each candidate for endorsement for the State Legislature or party office shall have floor privileges. Candidates for state legislative endorsement may have up to five (5) additional floor passes. Floor pass holders who are not delegates shall leave the floor prior to any vote for Legislative endorsement.
- e. Each candidate, or their designated representative, for a DFL endorsement not otherwise controlled by 4(d) shall have floor privileges. These campaigns may have up to two (2) additional floor pass. Anyone granted privileges under this subsection shall leave the floor prior to any vote for Legislative endorsement.
- f. 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.
- g. Non-upgraded alternates and visitors shall be seated separately from delegates and shall not be allowed on the convention floor during the convention.
- h. 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.

GENERAL CONVENTION RULES

7. The convention shall not adjourn until all elections have been held for the following positions:
 - a. Party Officers as enumerated in the Constitution
 - b. State Central Committee Delegates and Alternates
 - c. State Convention Delegates and Alternates.
 - d. Ballots for State House Endorsement
8. One or more Convention Chairs, with gender-identity 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. The individuals shall have floor privileges.
10. For state delegate and alternate elections, directors, and for

State Central Committee elections, there shall be an equal division by gender-identity. 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 the opposite gender-identity in the alternate election.

11. Contested elections shall be done by a show of hands unless a majority of the delegates present call for a written ballot. In the event of a tie vote, 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 precinct delegation or designee on matters to be determined by written ballot or, if not by precinct than to each delegate and upgraded alternate. Ballots shall be distributed only to delegates and upgraded alternates seated under the rules of this convention. These ballots shall be returned by the precinct delegation chair or designee to the tellers.
13. Alternatively, if available, the Convention, at the discretion of the Convention Chair, will use electronic voting through the electronic voting system. All votes will be tallied through the system. Delegates with difficulty may seek assistance by designated tellers. If a teller is unable to resolve the issues for the delegate, that individual may vote by written ballot which shall be included in the totals.
14. Smoking, weapons, and use of intoxicants is prohibited on the convention floor. No smoking is allowed in the hallways adjacent to the convention hall or outside the main entry to the building.
15. 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 the arrangements committee. Campaign literature may not be distributed in the convention hall after balloting has begun. 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.
16. The Convention Chair shall ensure that each election complies with the requirements regarding equal division by gender-identity.

17. Before any vote is taken, the sergeant-at-arms shall alert delegates outside the convention that a vote is occurring, and the chair shall provide one minute for delegates to enter the floor before it is frozen.

SPEECH AND DEBATE RULES

18. No delegate may speak until recognized by the Convention Chair. Speakers will first state their name and precinct. 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.
19. 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.
20. 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.
21. 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.
22. 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 3 minutes.

QUESTION AND ANSWER

23. There will be a question-and-answer period after legislative 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. All other questions must be submitted in writing prior to the completion of the question-and-answer session.
 - c. 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 **one-minute** period.
 - d. The Convention Chair or their designee(s) shall screen all questions and eliminate any that are duplicate or not in

- compliance. The remaining questions shall be placed in a container and drawn by lot.
- e. 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. 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 one minute to answer each question.
 - h. The Question period will last for **thirty** minutes for contested elections and endorsements but shall be extended to allow all candidates to answer the final question. This may be extended by an additional 15 minutes by a 2/3 vote of the delegates by a call from the chair at the end of the 30 minutes, which is non-debatable. Non-contested endorsements may, at the request of the candidate, have a Q&A period that lasts for at least ten minutes, or until reasonable as determined by the Convention Chair.

PARTY OFFICER ELECTIONS

24. Any person who is a resident of the District and supports the principles of the DFL Party is eligible for election to a Senate District party office. It is not necessary to be a delegate or alternate to a convention to be elected as a party officer. There shall be no age requirement for party office, except where prescribed by law.
25. The Senate District Chair, Vice Chair (not of the same gender-identity as the Chair), an optional Second Vice Chair, Secretary, Treasurer, Communications Officer, and Outreach 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 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 that ballot. These elections shall be completed before consideration of any endorsement contest.
26. For elections in which there are two or more candidates for District Chair, Vice Chair, Secretary, Treasurer, Communications Officer or Outreach Officer:
 - a. Each candidate will be given two minutes to use at his/her discretion.
 - b. Each candidate shall be entitled to name two persons to have access to the counting area during the counting of ballots. They shall not interfere with the counting; however, they will be entitled to challenge the counting of individual votes. This privilege shall expire with the election for which they have access.
27. If there is a contest for Director positions that cannot be

resolved by the candidates, each candidate will get one minute to speak. The convention shall vote by written ballot. Those that do not receive the top votes will be ranked as alternate director by vote.

HOUSE DISTRICT ENDORSEMENT RULES

28. The Senate District Convention shall recess into two House District Conventions. The House District Conventions shall be Chaired by each of the Convention Chairs. The business of each House District Convention shall be the endorsement of a candidate for the State House of Representatives from that House District, and any other business authorized by the Senate District constitution. The Senate District Convention shall reconvene upon completion of the House District Conventions.
29. Endorsement of a candidate for State House requires a sixty percent affirmative vote of the House District Convention.
 - a. Each candidate (and/or their representative(s)) shall be allowed no more than 10 minutes to address the convention.
 - b. No others may speak on behalf of or against the candidate.
 - c. A question-and-answer period will follow the rules in the Question-and-Answer section of these rules if the position is contested.
 - d. Candidates shall be permitted up to four (4) persons to have access to the counting area during the counting of ballots. They shall not interfere with the counting; however, they will be entitled to challenge the counting of individual votes. This privilege shall expire with the election for which they have access. The head teller, in consultation with the convention chair, shall resolve all challenged ballots.
 - e. Candidates receiving less than 15% 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 fourth 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.
 - f. If, after the fourth ballot, there is no decision, the chair at the chair's discretion may declare an additional 10-minute question and answer period in accordance with the Question-and-Answer section of these rules.
 - g. 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 majority vote. In that event, balloting shall terminate and the Senate District will not endorse for that position prior to the primary election.

30. If the endorsement process is not completed by the time the building must be vacated, the SD40 Central Committee is authorized to reconvene the convention within four weeks to continue consideration of the endorsement and/or any unfinished business.

STATE CENTRAL COMMITTEE ELECTIONS

31. State Central Committee members and alternates will be elected by the convention as a whole. The number to be elected is specified on the State DFL website. (The Senate District Chair and Vice Chair are automatic members.) If a contest for members exists and more than three members are to be elected by the convention, the Chair will ask for a show of hands-on proportional voting.
- If delegates sufficient to elect one member request proportional voting, the convention will use 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, members and alternates shall be elected by majority vote of the convention. A record of the number of votes each alternate receives will be recorded for purposes of ranking alternates.
 - If proportional voting is used, alternates shall be ranked according to the size of each subcaucus.
 - If proportional voting is not used for election of members and more than two alternates are to be elected, the above procedures will be used to determine if proportional voting is to be used for the election of alternates.
 - One alternate shall be elected for each delegate, including the Chair and Vice Chair. State Central Committee delegates and alternates shall be elected by gender-identity ranked.

STATE CONVENTION DELEGATE ELECTIONS

32. If, after the seventh ballot for Senate or House endorsement there is no endorsement decision, or at the discretion of the house convention chair, the house conventions shall be recessed (if applicable) and the Senate District convention as a whole shall reconvene to consider the election of state convention delegates and alternates. Upon completion of that election, any house convention with uncompleted business shall reconvene.
33. The number of state delegates and alternates to be elected by the convention shall be posted on the State DFL website. The procedures to be used in the election of delegates and alternates to the Congressional District and State Conventions are as follows:
- If the Convention Chair determines that no more wish to serve than there are delegate positions, the election shall be by acclamation.
 - If a contest exists, the Convention Chair shall ask for a

show of hands-on proportional voting. If delegates equal to the number represented by one State Convention delegate want proportional voting, it must be used.

- If proportional voting is used, the convention will use the Walking Subcaucus system provided in the call and will follow the rules of the Walking Subcaucus section of these rules. In addition, each subcaucus must indicate the rank and gender-identity of each delegate for the purpose of gender-identity balancing the Senate District's delegation.
- If proportional voting is not used, the convention will elect State Convention delegates by plurality vote as the convention determines.
- Alternates will be nominated and elected in a similar fashion. Alternates must be ranked by the convention (1st, 2nd, 3rd, etc.) for use in alternate upgrading at the congressional district and state conventions. Alternates are ranked without regard to gender-identity.
- The number of votes each alternate receives will be recorded for use in alternate ranking at the Congressional District and State Conventions. Even if no contest exists for alternate seating, the vote must be taken to determine this ranking. Any ties are broken by lot.
- 4CD pre-convention Committee Delegates and Alternates shall be chosen by a simple majority vote of all State Convention Delegates and Alternates present at time of selection.

PLATFORM RESOLUTIONS

34. The Platform Resolutions Statement provided by the State DFL Office shall be read to the convention selecting the resolutions to forward before consideration of platform resolutions begin.
35. The Senate District can forward to the State Platform Commission a number of resolutions equal to twice the number of state delegates elected by the Senate District convention, or 42 resolutions, whichever is larger. The resolutions to be forwarded by the Senate District must be selected from among those resolutions adopted by the precinct caucuses from precincts wholly or partially within the Senate District. The resolutions forwarded to the State Platform Commission should address party positions on state and national issues. Resolutions that cover only local issues should not be forwarded to the State Platform Commission. All resolutions forwarded to the State Platform Commission must be submitted in the format prescribed by the State Platform Commission, with only one resolution per form and only one subject per resolution. After the convention or meeting, the Senate District Chair must send or deliver the resolutions selected to the State DFL Office so they are received no later than the date set by

the DFL.

36. The procedure for selecting the resolutions to be forwarded to the State Platform Commission is as follows:

a. The convention will vote on each resolution presented for consideration. To remain in consideration, a resolution must receive at least a 60% affirmative vote of the convention. In calculating vote totals, marked abstentions shall be counted as part of the vote (in effect making them "no" votes). If more than the allowed number of resolutions receives the necessary 60% vote, the resolutions that received the highest percentage vote (with any ties for last place decided by lot) will be the resolutions forwarded to the State Platform Commission.

b. Rules for Discussion of and Voting on Resolutions:

I. Submission of Resolutions. No resolutions may be submitted from the floor.

II. Voting. Delegates may mark their resolutions ballot at any time during the convention prior to the end of the formal resolutions balloting. At the end of the resolutions balloting period, the resolutions ballots will be collected by the Resolutions Committee for tallying.

III. Discussion. A vote will be held for each resolution requested by a delegate to determine whether a minimum threshold is met for the resolution to be discussed. At least fifteen percent (15%) of the delegates reported as seated in the most recent Credentials Committee report must vote affirmative in order for a resolution to be discussed. Discussion may occur at any time during the agenda at the discretion of the chair. Resolutions not previously discussed will be considered in accordance with the resolution.

IV. Speakers. If a resolution is discussed, there may be three (3) speakers for and three (3) speakers against the resolution. Each speaker's remarks shall be limited to one (1) minute. The Chair will rotate speaking privileges among floor microphones and between proponents and opponents of a measure. Debate will terminate when three (3) speakers have been heard on both sides. Voting on discussed resolutions will be by show of hands. The number of delegates to be used for calculating the percentage of the vote will be the most recent Credentials Committee report.

viable on the first count, the Chair will announce an additional 5-minute period during which delegates can move among the remaining subcaucuses. Any subcaucus that is not viable after the first count must disband and its members must move to a viable subcaucus in order to continue.

38. If elections take place by subcaucus and the resulting delegation is not balanced by gender-identity, an odd-numbered subcaucus selected by lot from among those that elected more delegates of the over-represented gender-identity will be instructed by the Convention Chair to exchange one delegate of the over-represented gender-identity for its highest ranking alternate of the opposite gender-identity in the case of state delegates, and to replace a person it had elected with a person of the opposite gender-identity in any other case. Any delegate reduced to alternate status will become the highest-ranking alternate of that subcaucus. If balance by gender-identity is still not achieved, the process will be repeated with another odd-numbered subcaucus.

39. The Convention Chair shall ensure that all Walking Subcaucuses are moving smoothly and assist those that are running behind.

WALKING SUBCAUCUS

37. If a Walking Subcaucus system is used, delegates will have an 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