

**Utah County Republican Party
2017 County Organizing Convention Rules - PROPOSED**

1. Purpose

- A. The purpose of this Convention is to conduct the business of the Utah County Republican Party.
- B. Primarily, this Convention shall elect county officers, elect State Central Committee members, and ratify the County Party Platform.

2. Call

- A. The Utah County 2017 Organizing Convention will convene on Saturday, April 29, 2017, at Skyridge High School, Lehi, Utah.
 - a. Meet the Candidates Booths open at 7:30 a.m.
 - b. Credentials will be issued beginning at 7:30 a.m.
 - c. County Central Committee Meeting will be held at 8:30 a.m. (Precinct Chairs, VCs, elected LD Officers).
 - d. The Organizing Convention convenes at 10:00 a.m.

3. Rules of Order

- A. The Utah County Republican Party Constitution, Bylaws, these Rules, and Robert's Rules of Order, in that order, shall be the rules that govern this Convention.
- B. Once approved, the Convention Rules may be suspended only by a 2/3 vote of the delegates present.

4. Order of Business

- A. The Convention shall follow the order of business (agenda) distributed by the Utah County Republican Party and adopted by the majority of the delegates.

5. Seating and Admission

- A. Precinct chairs must notify the Party Secretary of any delegate changes by 11:59 pm April 14.
- B. Legislative District Chairs must notify the Party Secretary of delegate changes by 7:30 am April 25.
- C. A photo ID or positive identification is required to obtain delegate credentials.
- D. Only credentialed delegates may participate in the business of the convention.
- E. In the event that seating is nearly full, non-delegates may be asked to step out and allow delegates to be seated.

6. Quorum

- A. A majority of credentialed Delegates shall constitute a quorum for the purpose of transacting convention business.

7. Nominations and Speeches

- A. Speaking order will be determined by random draw on Tuesday, April 25th, 2017 at a time and location to be announced by the Convention Committee. Candidate names shall appear on the ballot in the same order as is used for speaking order.
- B. County Party Candidates will be given five minutes to address the convention. Candidates may select individuals to give nominating and seconding speeches. The total time of the candidate's address and any candidate's invited nominating or seconding speeches, shall not exceed five minutes.
- C. A timekeeper will be appointed. The timekeeper will display the candidate's remaining time.
- D. When a candidate's allotted time has expired, the timekeeper will stand and applaud to signal the end of that

candidate's time.

8. Elections

- A. Polls will remain open long enough to allow adequate time for all delegates present to cast their ballots. Balloting will only be allowed in the designated area. No additional ballots will be accepted after the balloting is closed.
- B. Only county delegates, upon presentation of the proper credentials and having their credentials and/or wristband marked as determined by the Elections Chair, shall be allowed to deposit their own ballots in designated ballot boxes.
- C. Ballots shall only be cast while polls are open. Neither early nor late ballots will be accepted, except where provided in these rules.
- D. Each candidate shall be permitted one poll watcher per counting station. Candidate-designated poll watchers shall be given full access to observe the counting, but may not touch the ballots or tally sheets nor interfere with the counting process. Candidates for any office are prohibited from being in the ballot counting area while ballots are being counted for their own race.
- E. Poll watchers must remain in the Elections Room until after the results have been announced to the convention and may not use electronic devices (e.g., cell phones, tablets, laptop computers, etc.) while in the Elections Room. Any electronic devices will be collected at the entry to the Elections Room. Members of the Rules or Elections Committees will be available to escort poll watchers to the restrooms if needed.
- F. The ballots shall be counted in the area designated by, and under the direction of, the Elections Committee.
- G. Concerns should be brought to the Elections Chair, Rules Chair or Convention Chair.
- H. The Elections Committee shall be responsible for the security of the cast ballots, the ballot boxes, and the accuracy of the count and any necessary recount.
- I. Ballot counting will begin after polls have been closed for at least five minutes unless any challenges have been brought to the Elections Chair, Rules Chair or Convention Chair.
- J. An automatic recount will be conducted when any result is within 2 percentage points.
- K. The following materials shall be preserved by the Elections Chair or Convention Chair in a secure location for at least five business days following the Convention or until all recounts have been completed, whichever is latest:
 - a. Ballots and tally sheets.
 - b. Unclaimed credentials.
 - c. Check-in sheets.
- L. The Convention will apply preferential voting in the County Party Officer races. In the case of a tie, a coin toss under the direction of the Elections Chair will eliminate one of the tying candidates.
- M. The Convention Chair or the Elections Chair will open and close balloting at the appropriate times.
- N. Any candidate challenging an election must file a request in writing to the Party Chair and Elections Chair by 11:59 p.m. May 1, 2017.
- O. Spoiled ballots shall be counted and tallied in each round, but shall not be counted in the computation of a majority threshold. The numerical threshold will be computed by a total count of all non-spoiled ballots cast.

9. Rules for Candidates and Exhibitors

- A. Eligibility of Candidates
 - a. Per the UCRP Constitution and Bylaws, eligible candidates for County Party Office or State Central Committee must:
 - i. Be a resident of Utah County (UCRP Constitution Article II)
 - ii. Be a registered Republican (UCRP Constitution Article II)
 - iii. Support only Republican Party candidates (UCRP Constitution Article II)
 - iv. Support the UCRP Party Platform (UCRP Constitution Article II)
 - v. Have supported only UCRP nominees during the last election cycle (Bylaw 5(B)(3))
- B. Dates and Times
 - a. The building will be available for booth set up at the following times:
 - i. Candidates who have elections at this Convention may begin setting up signs and booths at 6:00 a.m. the day of the convention, in designated locations.

- ii. Candidates who do not have elections at this Convention, elected officials, and approved exhibitors may begin setting up signs and booths at 6:30 a.m. the day of the convention, in designated locations.
- C. Participation
 - a. Only Republican candidates who filed by the published deadline and meet the requirements of the Utah County Republican Party will be considered candidates at the Convention.
 - b. Republican elected officials and candidates for any Republican public office in attendance at the Convention are considered guests of the Convention and may be invited to participate by the Convention Chair.
 - c. Individuals and groups may participate in the Convention as exhibitors with the approval of the Steering Committee.
- D. Booths and Tables
 - a. Candidates who have elections at this Convention will be given first priority for campaign booths inside the Convention building as determined by the Arrangements Chair. All other candidates will receive second priority, and exhibitors will be third.
 - b. All candidates or exhibitors who pay on or before the evening of the candidate meeting will select booth locations for all purchased booths in order, as determined by random drawing. All other booths will be selected by the order the money is received by the Party Treasurer. Each booth space will be large enough to accommodate a single table which will be provided by the Convention Committee.
 - c. Booth space will be available at the following rates:
 - i. County Party officers and State Central Committee – no charge.
 - ii. County-wide public offices (State House, State Senate, Commissioner) and non-profits - \$50
 - iii. Statewide races (Governor, Attorney General) or State Party officers - \$75
 - iv. Federal races (U.S. Senate, U.S. House, President) and exhibitors - \$100
 - d. Candidates may decorate their booth space as they see fit within the following guidelines:
 - i. Signs and decorations must not extend outside their allotted space in any way, but may go above their booth as long as it does not obstruct the view into other booths.
 - ii. Candidates and helpers must not block aisles and walkways.
 - iii. Gaffer’s tape must be used to cover all electrical cords. Access to electricity is not guaranteed.
 - e. Speakers, microphones, and other forms of electronic voice amplification are forbidden in the exhibitor hall.
- E. Printed Materials
 - a. Candidate literature must clearly state that it belongs to the candidate organization.
 - b. All other printed material must have a statement identifying the responsible person or organization with a current contact name and phone number clearly printed on the material. Anonymous printed material may be confiscated by any member of the Rules Committee.
 - c. No literature, stickers, buttons or other campaign materials may be distributed in the Convention hall, balloting areas, or caucus areas.
 - d. All candidates are responsible to completely clean and remove all literature and other items from the convention premises. If any items or literature are left, the candidate is subject to a fine of \$50.00 to cover cleaning fees.
 - e. Any individual or group only distributing literature (not participating as a candidate with a booth or as an exhibitor) must pay a fee of \$25.00 to the Party Treasurer prior to the distribution of literature and may be charged an additional \$50.00 clean up fee if their items are not removed following the convention.
- F. Signs
 - a. Area above booth space is reserved for that booth purchaser.
 - b. Signs shall not obstruct the view of other posted signs.
 - c. Outside the Convention building, sign location is on a first-come-first-served basis in designated areas; however, all activity is subject to facility procedures, policies, and enforcement. The party is not responsible for rules regarding private, city, or county property.
 - d. Inside the Convention building, sign location is limited to the candidate’s own purchased booth, and such other areas as shall be clearly designated by the Convention Committee. **No campaign signage is permitted in unmarked / undesignated areas.**

- e. It is recommended that signs and other items that are off convention property adhere to all legal regulations. Any property damage is the responsibility of the candidate and must be reported immediately.
 - f. Only light wire sign holders can be used in designated grass areas. No rebar or wooden stakes.
 - g. Signs may not be affixed to building doors or windows, or placed on stairs, railings, or other accessibility features.
 - h. Signs may not be affixed with duct tape or strapping tape. Only painter's tape or gaffer's tape may be used.
 - i. Signs placed in violation of any of these rules may be removed by the Rules Committee and returned to the candidate.
- G. Expressions of Candidate Support
- a. Delegates may wear buttons, labels, or clothing signifying support of candidates.
 - b. Members of the convention committees and volunteers serving to assist the operation of the convention must remain neutral and may not wear any items expressing support of particular candidates.

10. Senate Caucus

A. Procedure

- a. Senate Caucuses will be hosted by individuals identified by the Convention Committee, approved by the County Steering Committee, and be provided training by the Elections Committee in the proper method of instructing the Caucus on the voting procedure.
- b. The Steering Committee has established the following rules for State Central Committee elections:
 - i. State Central Committee candidates will be given at least three minutes to address the Senate Caucus as determined by a vote of their Senate Caucus. The Caucus may vote to allocate more than three minutes.
 - ii. Candidates may run only in the Senate District in which their primary residence is located.
 - iii. The balloting method will be determined ahead of time by the Steering Committee and the Elections Chair.
 - iv. Individuals may participate and vote only in the Senate Caucus for which they are credentialed.
 - v. Credentialed delegates who are Convention Committee members, Senate Caucus Chairs, Rules Committee members or Election Committee members, may cast early ballots.
 - vi. Balloting and counting will be under the direction of the Convention Elections Committee.
- c. The assigned senate caucus host will have the responsibility for the entire caucus meeting. Meeting procedures not predetermined by Utah County Constitution, Bylaws, Convention Rules, and/or these procedures are at the discretion of the body of the Delegates.

11. Miscellaneous

- A. Candidates are permitted to bring food and/or promotional items to pass out in the exhibitor hall.
- B. Resolutions must be submitted to the County Party Secretary no later than April 19th at 11:59 pm.
- C. Any item (sign, food, tape, etc.) that damages the facility shall be subject to a fine determined by the facility, to be paid by the candidate.
- D. All candidates are responsible to completely clean and remove all literature and other items from the convention premises within 30 minutes after the end of the Convention. If any items or literature are left, the candidate is subject to a fine to cover custodial cleaning fees.
- E. All other rules not covered in this document questions about these Rules should be directed to the Rules Chair, Joey Smith (ucrptech@gmail.com or 801-788-4913). Conflicts or questions on the day of the Convention may be directed to the Convention Chair, UCRP Chairman Craig Frank, or Rules Chair.