

**REPORT OF THE TEMPORARY RULES COMMITTEE  
FOR THE  
4<sup>th</sup> CONGRESSIONAL DISTRICT DEMOCRATIC CONVENTION  
May 20, 2017**

**I. CONVENING OF CONVENTION**

The 4<sup>th</sup> District Democratic Convention will convene **at 9:30 AM, on May 20, 2017 at 11301 Johnson Road, South Prince George, VA.**

The Convention will be called to order by the Chair of the 4th Congressional District Democratic Committee (“District Committee”) who shall serve as temporary Convention Chair.

**II. ORDER OF BUSINESS**

- Call to order
- Introduction of Temporary Chair and Secretary
- Election of Permanent Rules and Credentials Committees, which will meet immediately following their election
- Welcoming address, introductions and announcements
- Report of the Permanent Credentials Committee
- Roll Call of delegates by jurisdiction
- Election of Permanent Chair and Permanent Secretary
- Report of the Permanent Rules Committee
- Convention Convenes
- Election of State Central Committee members
- Election of
- Report of Permanent Resolutions Committee
- Adjournment

**III. PROMOTION OF ALTERNATES AND DELEGATION VACANCIES**

A Convention delegate, who is to be absent, absents himself or herself during a meeting, or resigns, may select an alternate to take his or her place until 10:00 AM on the day of the Convention. If possible, the delegate making such selection shall submit the name of the alternate in writing to the Jurisdictional Caucus Leader and the jurisdictional chair or his or her designee. At any time, a delegate may revoke such designation and resume the position of delegate.

If a delegate is unable to, or does not, select the alternate to take his or her place that selection shall be made by the remaining delegates from that jurisdiction. The members of that delegation may delegate the selection decision to the Jurisdictional Caucus Leader for that delegation. Upon selection, the Jurisdictional Caucus Leader shall execute a written statement designating the new delegate and provide a copy to the jurisdictional chair or his or her designee. At any time, a delegate may resume the position of delegate.

#### **IV. FILING AND ELECTION PROCEDURE FOR THE ELECTION OF CENTRAL COMMITTEE MEMBERS**

##### **BY LOCALITY**

The twenty members of the Democratic State Central Committee from the Congressional District shall be elected by the convention body. The members elected shall be equally divided between men and women. The Convention shall select the following number of State Central Committee

The allocation of district committee members shall be as follows:

Charles City County	.5 (shared with Greenville)
Chesapeake City	2
Chesterfield County	2
Colonial Heights	.5 (shared with Hopewell)
Dinwiddie	1
Emporia	.5 (shared with Southampton)
Greenville	.5 (shared with Charles City)
Henrico	3
Hopewell City	1 (shared with Colonial Heights)
Petersburg	2
Prince George	1
Richmond	4
Southampton	.5 (shared with Emporia)
Suffolk	1
Surry	.5 (shared with Sussex)
Sussex	.5 (shared with Surry)
<b>TOTAL</b>	<b>20</b>

Candidates for State Central Committee are required to pre-file with the District Chair by 7:00 p.m. on May 12, 2017.

If the number of candidates pre-filing for State Central Committee for any jurisdiction is less than the number allocated by gender to that jurisdiction, the Convention Chair may ask for additional nominations from the floor.

Upon conclusion of nominations, or upon approval of a motion to close nominations by a vote of the Convention, the Chair shall then conduct a vote by the Convention on the nominees from jurisdictions where there is a contest.

#### **V. VOTING**

Voting shall be by voice or, when prescribed by these rules or by a determination by the Convention Chair, by roll call vote, or by paper balloting. A roll call vote shall be permitted if the Chair is in doubt following a Voice vote or upon the demand of any delegate supported by at

least one fourth (1/4) of the delegate body as evidenced by the rising in support of the demand. When a roll call vote is taken in full Convention, it shall be called by locality in alphabetical order, and the Chair of each locality committee, or his/her designee, shall report the vote of his/her delegation to the Convention Chair. The Tellers will poll the delegation and will report the results to the respective congressional district chair. Once the Locality Chair announces a vote, no delegate in that district may change his or her vote. The vote of a delegation will not be considered final until the Chair of the Convention so indicates.

If no more than the following number of State Central Committee Members has qualified within each locality by filing as required in the rules, or by nominations from the floor, the Convention Chair shall conduct a voice vote and declare them elected:

Charles City County	.5 (shared with Greenville)
Chesapeake City	2
Chesterfield County	2
Colonial Heights	.5 (shared with Hopewell)
Dinwiddie	1
Emporia	.5 (shared with Southampton)
Greenville	.5 (shared with Charles City)
Henrico	3
Hopewell City	1 (shared with Colonial Heights)
Petersburg	2
Prince George	1
Richmond	4
Southampton	.5 (shared with Emporia)
Suffolk	1
Surry	.5 (shared with Sussex)
Sussex	.5 (shared with Surry)
<b>TOTAL</b>	<b>20</b>

If more than the requisite number of candidates has filed for a locality slot, voting shall be by ballot. If by ballot, the Convention Chair shall advise that ballots have been prepared listing the names of all candidates who have filed for election. Delegates may not vote for more than the prescribed number of candidates. All Delegates voting a ballot in this election must sign their name on their ballot.

Ballots from each jurisdiction will be turned over to the Head Teller as soon as that vote has been counted, and will be maintained by the Convention Chair for at least thirty days.

## **VI. PERMANENT COMMITTEES**

There shall be three permanent committees of the Convention: Rules, and Credentials. Each permanent committee of this Convention shall consist of *6 members*. Each committee shall choose its own chair.

In the event of a credentials contest, the Temporary Secretary shall include on the temporary roll the names of the credentials contestants recommended by the Temporary Credentials Committee in its report to the Permanent Credentials Committee.

## **VIII. MISCELLANEOUS RULES**

The rules of parliamentary practice in Robert's Rules of Order, Newly Revised, 11th Ed., where not in conflict with rules adopted by this Convention, the Call to Convention, and the Virginia Democratic Party Plan dated March 7, 2015 (September 5, 2015, as revised) shall govern as the general rules of the proceedings of this Convention.

All papers to be filed with the Chair of the District Committee shall be filed at the following email address: *delegateaird@gmail.com*.

Any individual or group of Democrats may sponsor or endorse a slate of candidates for election to the State Central Committee. However, no slate may receive preferential treatment or a preferential place on the ballot, nor may any slate be publicly identified on the ballot or otherwise as the "official slate." Person(s) who want a slate listed on a ballot must provide (1) the name of the slate and (2) a list of persons comprising the slate. This information must be filed with the District Chair by May 12, 2017 at 7:00 PM.

The Permanent Chair shall appoint a Parliamentarian, a Sergeant-at-Arms, a Head Teller, assistant tellers and fill any other positions deemed necessary. It shall be the responsibility of the Chair to conduct and expedite the business of the Convention, and to preserve order and decorum. Each delegate is called upon and directed to assist in completing the business of the convention in an orderly and timely manner. The Chair shall be authorized to recess the Convention at any time. The Chair will state, whenever possible, when the Convention is to reconvene. The Chair may recognize special guests at appropriate times.

It shall be the responsibility of each jurisdiction's chair to distribute the credentials for delegates beginning at 9:00 a.m. on the day of the convention.

Each jurisdiction's delegation chair or designee will ensure that only the correct number of delegates are seated and voting in the jurisdiction. Should any dispute arise concerning delegate credentials or the number of delegates present, the Chair of the Convention will choose two members from the affected jurisdiction to meet with the Permanent Credentials Committee to resolve the problem and report back to the Chair. All non-voting delegates must be seated in the observer's section.

The Convention Chair shall decide all questions of order subject to an appeal by any delegate which may be debated for not more than 6 minutes, the time to be equally divided between the delegate appealing the ruling and the delegate in favor of sustaining the ruling of the chair; provided that an appeal shall not be in order while another is pending or from decisions on recognition, or from decisions on dilatoriness of motions, or during a roll call vote or on a

question on which an appeal has just been decided, or when, in the opinion of the Chair, such appeal is clearly dilatory.

Before the question is put on any appeal, the Chair shall be entitled to state briefly the reasons for his or her ruling. A majority of the delegates present and voting shall be required to overrule the Chair.

Except as set forth in these rules, the Convention shall be governed by the Virginia Democratic Party Plan, as amended, and Roberts Rules of Order.

Respectfully submitted,

2017 District Convention Rules Committee Chair

