



2024 LNC Credentials Committee Inaugural Meeting Minutes

Date: Monday, 02/12/2024

Time: 10:00 PM (EST)

Location: Remote (Zoom)

Call to order

The meeting was called to order at 10:04 PM by an elected LNC Representative of the Credentials Committee, Josh Hlavka (FL), who served as interim Chair of the Committee (in lieu of a Chair not yet having been elected).

Attendance

The following members attended the Committee Meeting and were present at roll call. Quorum was achieved.¹

LNC Rep	Josh Hlavka, FL	Present at roll call
LNC Rep	Travis Bost, WV	Present at roll call
LNC Rep	Joshua Jongema, MI	Present at roll call
LNC Rep	Brittany Kosin, PA	Present at roll call
LNC Rep	Jessica Tewksbury, CA	Present at roll call
CA Rep	Graham Brown, CA	Present at roll call
FL Rep	Fredrik Coulter, FL	Present at roll call
NY Rep	Justin N. Carman, NY	Present at roll call
PA Rep	Alison Graham, PA	Present at roll call
TX Rep	Billy Pierce, TX	Not present at roll call, joined at 10:44 PM (EST)
LNC Alt	Jeffrey Pittel, MI	Not present
CA Alt	Loren Dean, CA	Not present
FL Alt	Michael Smith, FL	Not present
NY Alt	Chance Haywood, NY	Present at roll call
PA Alt	Reece Smith, PA	Present at roll call
TX Alt	Vacant at this time - no appointment to this Committee received from Texas	Not applicable

Noted Guests in Attendance

LNC Secretary	Caryn Ann Harlos	Present at roll call
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¹ The 10 representatives are the 5 LNC Representatives, elected by the LNC subsequent to a previous application process that was handled by the LNC in addition to the 5 Representatives specifically representing the states with the largest state delegations for the 2024 Libertarian Party National Convention (California, Florida, New York, Pennsylvania, and Texas). Quorum is achieved with 6 of 10 Representatives present. In the absence of an LNC Committee Representative (Rep), the LNC Alternate (Alt) may act as one of the LNC Representatives. In the absence of a state Representative, the Alternate from that state may act as that state's representative. The alternates may only count towards quorum and vote on the Committee if the Representative they are acting on behalf of is not present at the meeting, otherwise they cannot be counted for quorum or have voting authority. However, the alternates may participate in meeting discussions without restriction, as they are officers *ex officio*.

Approval of the Agenda

A motion to approve the agenda was made by Fredrik Coulter (FL) and seconded by Alison Graham (PA). There were no objections to approving the agenda. The agenda was approved.

Introductions of Committee Members

All Committee Representatives and Alternates introduced themselves to each other on the call.

Old Business

There was no old business to discuss as this was the inaugural meeting of this Committee.

New Business

- Election of 2024 LNC Credentials Committee Officers
 - Jessica Tewksbury (CA) nominated Josh Hlavka (FL) for Chair of the Committee. Josh accepted the nomination. There were no other nominations. There were no objections for Josh to serve as Chair of the Committee. Josh became the Chair of the Committee.
 - It was determined that the Chair could appoint the Vice Chair and Secretary positions for the Committee. There were no objections to this process.
 - Josh Hlavka (FL) indicated that he had a potential appointment for Vice Chair of the Committee, but that individual was not present at the time. This matter was postponed until later in the meeting.
 - Alison Graham (PA) volunteered herself to be appointed as Secretary of the Committee. There were no objections for Alison to serve as Secretary of the Committee. Alison became Secretary of the Committee.
- LNC Credentials Committee Policy Manual Discussion
 - Caryn Ann Harlos indicated that the Committee does not have specific instructions in the Policy Manual, and under the LP Bylaws the Committee can create its instructions.
 - The Committee discussed reviewing the section of the LP Bylaws on the subject of the Credentials Committee, and about documenting how the work is conducted to create institutional knowledge for future LNC Credentials Committees; to create a reference manual / reference guide / Standard Operating Procedures (SOPs).
- Committee Planning Discussion
 - Josh Hlavka (FL) indicated the need to break the work down and handle everything in a decent time frame.
 - Joshua Jongema (MI) requested a basic breakdown of the task. Josh Hlavka (FL) indicated that the main task was to look at the state Bylaws of each state and ensure that the delegates of that state meet those qualifications. The rules are to make sure they are qualified to be a delegate and that the individual is there in person.
 - Fredrik Coulter (FL) asked if we have a copy of the Bylaws of each state. Caryn Ann Harlos explained more information regarding references for state Bylaws and responsibilities of the Convention Delegation Chairs at for each of the states, providing a document that was prepared to help Delegation Chairs with their responsibilities for the National Convention.
 - Jessica Tewksbury (CA) asked for the potential plan of how the states are to be divided. Upon discussion, the Committee was in favor of having someone who is not in one's own state check the work if an individual is credentialing one's own state to avoid a potential conflict of interest. It was suggested that perhaps the states be randomly assigned to Committee members in alphabetical order, and all Committee members communicate if they already have too much volume of work in the Committee.
 - Caryn Ann Harlos noted that there will be a publishing of interim lists and the general membership itself will be carefully reviewing the lists for accuracy.
 - Alison Graham (PA) inquired as to whether or not there is a Texas alternate, as one was not previously noted for roll call. It was confirmed that at the current time, per Whitney Bilyeu (LP Texas Chair), Texas

has no intention at this time to appoint an alternate to the Credentialing Committee for Texas. (Texas reserves the right to do so at any time.)

- As Billy Pierce (TX) had joined the call, Joshua Jongema (MI) nominated Billy Pierce to be the Vice Chair of the Credentials Committee. There were no objections for Billy to serve as Vice Chair of the Committee. Billy became Vice Chair of the Committee.
- Justin Carman (NY) asked what tools were available to handle the credentialing work. Josh Hlavka (FL) is to check on how the data is available in each of the states. Justin Carman (NY) spoke to the data - namely that data in CiviCRM will, regardless of any migration, be the same data that is utilized. The Committee indicated that there was a need to check the plan on how to collect the data in each of the states and check on the process of how states are collecting their own data.
- Billy Pierce (TX) brought up a discussion point on regular Committee communications. It was noted that many Committee members utilize Signal.

Notice of Next Meeting

It was determined that the next 2024 LNC Credentials Committee meeting would be on Monday, 03/04/2024 at 9:00 PM (EST) on Zoom.

Adjournment

The motion to adjourn was made by Billy Pierce (TX) and seconded by Joshua Jongema (MI). There were no objections to adjournment. The meeting was adjourned at 11:23 PM (EST).

Respectfully Submitted,

Alison D. Graham, M.A.
2024 LNC Credentials Committee Secretary