

# Libertarian Party of Colorado – 2017 State Convention

## STANDING RULES

### ***Conduct Within the Meeting Room***

- † Except for those devices necessary for the conduct of the business meeting by the Board and Convention Committees, Officials, and Volunteers, all electronic devices shall be silenced or on vibrate at all times while in the meeting room.
- † For admission to the Delegate seating area while the business meeting is in session, Delegates shall be required to wear the badge with the appropriate delegate ribbon issued by the Credentials Committee upon registration.
- † Only Board Members, Convention Committee Members, Convention Officials, and designated volunteers shall sit at or stand behind the tables at the front of the Delegate seating area.
- † No person shall disturb materials placed on a Delegate seat, except for the Delegate occupying the seat.
- † No Delegate shall address the body unless recognized by the Convention Chair at a designated microphone.

### ***Conduct of Debate***

- † The Convention Chair shall regulate the proceedings at all times so as not to outpace the Recording Secretary or Projectionist.
- † No Delegate shall speak except upon recognition by the Convention Chair when standing at the floor microphone(s).
- † No Delegate shall speak in debate more than once on the same question on the same day, or longer than two minutes, without permission of the Convention granted by a simple majority vote without debate.
- † The Maker of a Motion (including Committees) shall have the right to speak last for no longer than two minutes even after debate is closed.

### ***Parliamentary Authority***

- † The rules contained within Robert's Rules of Order Newly Revised 10<sup>th</sup> Edition shall govern the Convention in all cases to which they are applicable and in which they are not inconsistent with the Constitution and Bylaws of the LPCO, these Convention Rules, and any special rules of order the Convention may adopt.

### ***Organization of the Convention***

- † The State Chair shall serve as the Convention Chair and, immediately upon concluding the official Call to Order, shall appoint three Delegates to the Resolutions Committee and shall appoint Convention Officials which shall include Recording Secretary, Parliamentarian, Projectionist, Audio Technician, Timekeeper, and Sergeant-At-Arms.
- † The Convention Chair shall begin the Convention promptly at the time published in the Convention Agenda.
- † The Credentials Committee shall report the number and the names of all Delegates registered as present with proper credentials. The list of the names of the Delegates shall be posted or projected in lieu of being read, and the Delegates shall be afforded time to verify the completeness and accuracy of the list, whereupon the report shall be adopted by majority vote. Quorum shall be fixed at the next whole number greater than exactly half of the number reported by the Credentials Committee. Delegates must check-in at the beginning of each Business Session and shall be considered checked-out at the conclusion of each Business Session. The Credentials Committee will provide an updated report at times indicated on any approved Convention Agenda. Such update shall only include changes from the initial daily reports.
- † The Chair of the Committee on Standing Rules shall report on the rules of the convention, which shall be adopted by two-thirds vote.
- † The Convention Chair shall report on the agenda, which shall be adopted by majority vote.

### ***Party Office Nominations and Balloting***

- † The Convention Chair shall announce which Party offices are open for election in the order in which they appear in the Party Constitution, Article V, Section 1, and elections which take place in that order.
- † For each open Party office, the Convention Chair will ask for nominations after which nominating speeches will be held in the order in which the candidates were nominated. A nominating speech for “None of the Above” may be offered for any Party office. The total duration of candidate and nominating speeches for each candidate shall be no longer than five minutes. The candidate may select Delegates to give nominating speeches or allow an open floor. Candidates are encouraged to allot some of their time to speak on their own behalf.

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- ✦ For each Party office in which there is a candidate, five minutes will be allotted after any nominating speeches for vetting by the delegates.
- ✦ Voting shall be conducted via approval voting conducted by standing counted vote. “None of the Above” will always be included as an option.

### **Reports**

- ✦ All reports and other material for the permanent record or printed proceedings shall be in an acceptable electronic format and shall be sent to the Projectionist and the Recording Secretary prior to presentation. Acceptable electronic formats shall include: ASCII text (.txt), Rich Text Format (.rtf), Microsoft Word 1997 or later (.doc or .docx), Open Office 2.0 or later (.ods or .odt), Comma Separated Values (.csv), Microsoft Excel 1997 or later (.xls or .xlsx), Graphics Interchange Format (.gif), Joint Photographic Experts Group (.jpe, .jpeg, or .jpg), Portable Network Graphics (.png), Microsoft PowerPoint 1997 or later (.ppt or .pptx), Portable Document Format (.pdf), Hyper-Text Markup Language (.htm, .html, or .xhtml), and Extensible Markup Language (.xml).
- ✦ Board reports, including questions from the Delegates, shall be limited to four minutes for each office.

### **Resolutions**

- ✦ A resolution offered by an individual Delegate shall be in an acceptable electronic format or legibly printed and signed by the maker and the seconder and shall be sent directly to the table of the Resolutions Committee.
- ✦ Resolutions shall be handled by the Resolutions Committee as follows:
  - ✦ All resolutions, except those proposed by the Board of Directors or by committees, and any recommendations made in reports of officers or committees of the convention that are not in the form of resolutions shall be referred without debate to the Resolutions Committee; resolutions proposed by the Board of Directors or by committees shall be presented by the Board or proposing committee directly to the Delegates. Amendments may be offered verbally, but the Chair or the Delegates may refer them to the Resolutions Committee if they become overly involved.
  - ✦ Each Delegate who offers a resolution shall be given an opportunity to explain it to the Resolutions Committee if he so requests.
  - ✦ The Resolutions Committee shall prepare suitable resolutions to carry into effect recommendations referred to it, and shall submit to the convention during the portion of the Convention Agenda reserved for Resolutions (or earlier if at its discretion the Resolution should be handled with other pending business), with the Committee's own recommendation as to appropriate action, these and all other resolutions referred to the Committee, except questions which the Committee by a vote of two thirds of its members may decide not to report.
  - ✦ The convention by a majority vote may suspend this Rule and may immediately consider a question, or may order the Resolutions Committee to report a question at a certain time, even if the Committee has voted not to report it.

### **Notices for Announcements**

- ✦ Notices for announcement to the convention shall be in an acceptable electronic format or legibly printed and signed by the person (or a proper representative of the persons) under whose authority the announcement is issued, and shall be sent to the desk of the Recording Secretary.

### **Minutes**

- ✦ Convention Minutes shall be approved by the LPCO Board within ninety (90) days of Convention. Draft minutes will be posted to the LPCO website within sixty (60) days of Convention for Member comment.