

**Proposed Rules for the Fortieth Biennial Convention
of the Minnesota Federation of Republican Women
To Be Considered October 14, 2023**

1. Attendance

- a) This convention shall be open to all members of the Minnesota Federation of Republican Women (MNFRW) and visitors.
- b) Delegates must sit at the congressional district tables that coordinate with their home addresses. Alternates, unless they are seated as delegates, must sit separately from delegates. Visitors will be seated at designated tables/chairs.
- c) The presiding officer may suspend business temporarily and yield the floor to Republican elected officials or Republican candidates. Candidates for statewide or congressional district office are allowed to speak for no more than three minutes. Presidential candidates or their surrogates are allowed to speak for no more than five minutes. They may greet delegates, alternates and visitors before and after the convention and congressional district caucuses and may place about 100 of their campaign flyers on the designated table near the registration area.
- d) The presiding officer's permission is required for the distribution of all materials, and all materials must contain the name and contact information of the person or group issuing them.

2. Delegates and Alternates

- a) Each club that is affiliated with MNFRW for at least three months and is current on its MNFRW and National Federation of Republican Women (NFRW) dues and service charges shall be entitled to four (4) elected delegates at large and one (1) additional elected delegate at large for each ten (10) members or major fraction thereof.
- b) There shall be one alternate for each delegate.
- c) All members statewide who have joined MNFRW directly shall be represented jointly by the same delegate-accreditation proportions as apply to clubs within the state.
- d) Club presidents shall be ex-officio delegates at large to the convention, with voting privileges. They have no alternates.
- e) The members of the Executive Committee of this organization shall be ex-officio delegates at large, with voting privileges. They have no alternates.
- f) All delegates and alternates must be members in good standing in their respective club or at-large.

3. Credentials and Quorum

- a) The credentials chair shall furnish to the presiding officer a report stating the number of delegates allotted from each club and the number of delegates and alternates registered at the convention.
- b) After acceptance of the credentials report, the credentials chair shall seat alternates in the order submitted by each club. There then shall be a second credentials report that includes the seated alternates in each delegation. Additional credentials reports may be necessary, also.

- c) A majority of delegates and seated alternates attending and credentialed at the convention shall constitute a quorum for the convention.
- d) Once a quorum has been determined it shall not be questioned during the convention.

4. Conduct of Business

- a) Only accredited delegates and seated alternates shall be entitled to vote, offer motions, and debate.
- b) All resolutions must be submitted in writing.
- c) Each speaker from the floor must begin by stating her name, club and the reason why she rises to speak.
- d) No motion, amendment or other matter from the floor may take more than 10 minutes.
- e) No speaker from the floor may speak for more than two minutes per matter.
- f) The presiding officer will call on speakers, alternating between delegates supporting and opposing the matter at hand.
- g) A delegate may speak only once on a matter.
- h) If or when there is no speaker for an opposite position, the presiding officer may proceed with the vote, which shall be conducted with the show of the delegate's voting card.

5. Elections

- a) The following MNFRW officers shall be elected by ballot, for a two-year term at the Biennial Convention, by a majority of the delegates present and voting: president, first vice president, second vice president, secretary and treasurer.
- b) Nominations in addition to those from the Nominating Committee may be made from the floor of the convention, provided the nominee shall have met with the Nominating Committee chair by 11 a.m. of the convention day and given written consent to serve if elected. A second is required for any nomination from the floor.
- c) After nominations are closed and before balloting begins, the presiding officer will invite each of the candidates to address the convention one time for two minutes. Candidates will be called by office sought and then in alphabetical order.
- d) Where there is only one candidate for an office, elections may be by voice vote.
- e) The presiding officer of this convention shall appoint tellers and conduct the election of officers, unless she is a candidate for office.
- f) When the presiding officer is a candidate for office, she must turn over the conduct of the election to the chair of the Nominating Committee. The presiding officer may turn over the gavel to the Nominating Committee chair to conduct the election of all officers.

- g) MNFRW congressional district directors will be elected at the Biennial Convention during the congressional district caucuses and in accordance with written procedures provided to the caucus convener/ presiding officer.
- h) All officers and congressional district directors elected may be sworn in at the Biennial Convention or at a subsequent meeting of the MNFRW Board of Directors. Officers and directors take office January 1, 2024, and serve until December 31, 2025.

6. Parliamentary Procedure

Roberts Rules of Order, Newly Revised, shall govern this convention in all instances where they are applicable and in which they are not inconsistent with the provisions of the MNFRW bylaws.

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