

# Conducting a Precinct Convention

## Purpose

- Elect delegates and alternates to the county/senatorial district (SD) convention.
- Pass resolutions for consideration at the county/SD convention.

## Time/Place

- The County Executive Committee sets the date, time, and location. Contact your County Chair for info

## Participation

- If you voted in the Republican Primary, you can participate in your precinct's convention.
  - Anyone who did not vote in the primary can complete the Oath of Affiliation.
- If only one person attends, he/she fills out the minutes and may elect delegates and alternates to the county/SD convention.
- Election judges are allowed to participate in the convention after closing down the polling location and prior to returning the ballots.

## Who leads the meeting?

- If present, the incumbent precinct chair is the temporary chair of the precinct convention.
- If the incumbent precinct chair is not present at the time to convene the precinct convention, any eligible Republican primary voter in the precinct may act as temporary convention chair.
  - The Permanent precinct convention chair does not become the precinct chair and their responsibilities end upon adjournment of the precinct convention.
    - The precinct chair is elected in the primary election.
  - If your precinct convention is held on Election Day, and if people are still in line to vote, recess to allow time for them to finish voting and participate.
- Use the Sample Precinct Convention Script as a guide to conduct the convention.

## Electing Delegates and Alternates

- Your County Chair will inform you of allotted number of delegates and alternates for your precinct.
- You do not have to be present to be nominated and elected to the county/SD convention, but you must have voted in the Republican Primary or completed the Oath of Affiliation.
- To establish eligibility, compare the list of delegates and alternates to the list of people that voted in the Republican primary which is provided by the election judge. Also consider any Oaths of Affiliation.

## Passing Resolutions

- All proposed resolutions should be submitted in writing and, if possible, emailed to the secretary for inclusion in the minutes.
- Resolutions may be debated, amended, and adopted or defeated.

## Follow-Up

- Records must be available for participants or media for 30 minutes after adjournment. Use this time to finalize paperwork.
- The Precinct Chair **MUST** return, either electronically or in person, all original copies of all convention documents to the County Chair within three days or postmarked within two days of the convention. Otherwise, the convention will not be valid. (Texas Election Code Sec. 174.027)

# Resolutions

*The following generally describes the method used by most conventions that use Robert's Rules of Order Newly Revised, and that address resolutions from a Precinct Convention.*

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## Preferred Form of Resolutions

Generally, resolutions follow a preferred form. They are made up of "Whereas" clauses and "Resolved" clauses.

"Whereas" clauses are the introductory lines that explain and justify your resolution.

"Resolved" clauses set forth the action you wish to be taken.

A suffix is usually added that sets forth the date adopted and the body that passed it.

Grammar, spelling, concise drafting and clarity of thought are extremely helpful in the successful consideration and adoption of your resolution.

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## A sample resolution:

### ELECTION INTEGRITY

Whereas the right of American citizens to govern themselves is a bedrock principle recognized in the Declaration of Independence; and

Whereas ensuring the integrity of elections is essential to continuing the representative democracy or republican form of government on which America and its States now enjoy; and

Whereas, despite efforts to protect the integrity of elections, election fraud still exists and, in such cases, serves to undermine the very foundation of our government; and

Whereas, States have the right and obligation to protect the election process and its citizens' right to participate in them; now therefore

Be it resolved that we urge the Texas Legislature to enact legislation requiring that voters provide valid photo identification in order to cast a ballot in any and all elections conducted in the State of Texas.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, at the Precinct Convention of Precinct # \_\_\_\_ of the \_\_\_\_\_ Party of Texas.