



**2023 Oklahoma 4th Congressional District
Democratic Party Convention Rules**

The following rules shall govern the proceedings of the 2023 District 4 Convention of the Oklahoma Democratic Party:

Rule 1: Agenda

- Call to Order and Welcome
(Recognition of Indigenous Land)
(Recognition of Service Members)
(Recognition of Elected Officials)
- Pledge of Allegiance
- Guest Speaker
- Comments from Elected Officials
- Comments from the Chair
- Treasurer's Report
- Report of the Credentials Committee
- Report of the Rules Committee
- Approval of the Minutes of the 2021 District 4 Convention
- Elections of Officers: Chair, Vice Chair, and Secretary
- Election of Two Delegates to the State Affirmative Action Committee
- Report of the Resolutions Committee
- Consideration of Resolutions
- Additional Business
- Announcements
- Adjournment

Rule 2: Purpose of Meeting

The purpose of this meeting is to elect a Chair, Vice Chair, Secretary and two delegates to the State Affirmative Action Committee, all to serve two-year terms, and to consider resolutions and such other business as may come before the body.

Rule 3: Secretary

Due to the resignation of the district secretary, Kati Cain will serve as the convention secretary.

Rule 4: Parliamentarian

Ben Alpers will serve as the parliamentarian for the convention.

Rule 5: Resolutions

- A) Following its charge under Oklahoma Democratic Party Bylaw 47, the Resolutions Committee will recommend resolutions for adoption by the Convention.
- B) Any resolution not recommended for adoption by the Resolutions Committee may be moved by any delegate of the body if the resolution is submitted in writing at or before the time the motion is made, accompanied by a petition of support signed by at least twenty-five percent (25%) of the delegates in attendance.
- C) Any resolution may be amended by a delegate's moving such an amendment, provided that the amendment is submitted in writing shared with the presiding officer at or before the time the motion is made, accompanied by a petition of support signed by at least twenty-five percent (25%) of the delegates in attendance.
- D) All resolutions adopted by the Convention will be sent with the Convention's recommendation to the State Party Resolutions Committee for their consideration. In the event that the Resolution Report is not acted upon because the Convention adjourns for lack of a quorum, the Report of the Resolutions Committee shall be forwarded without recommendation to the State Party Resolutions Committee for their consideration.

Rule 6: Debate

- A) General – Debate on any motion other than the consideration of resolutions shall be limited to two (2) minutes for each side, for a total of four (4) minutes.
- B) Resolutions – Debate on any resolution or body or resolutions that the convention is considering together shall be limited to three (3) minutes for each side, for a total of six (6) minutes

Rule 7: Election of Officers

- A) Order of Election – The order of the election shall be: 1) Chair, 2) Vice Chair, who shall be of a different gender from the Chair, 3) Secretary, and 4) the first delegate to the State Affirmative Action Committee, 5) the second delegate to the State Affirmative Action Committee, who shall be of a different gender from the first delegate to the State Affirmative Action Committee. The Democratic Party considers gender a matter of self-identification.

- B) Nomination – Nominations shall not be closed by a vote of the Convention, but shall continue until there are no further nominations.
- C) Speeches – Following the close of nominations for each position, each candidate shall be allowed one nominating speech of not more than two (2) minutes, one seconding speech of not more than one (1) minute and a speech by the candidate of not more than two (2) minutes. Speaking order shall be the order in which the nominations were made. Nominating speeches for all candidates shall be given first, then seconding speeches for all candidates, and finally, all candidate speeches, after which the election shall be held.
- D) Elections – All elections shall be by counted vote, unless there is only one (1) candidate nominated for an office, in which case the Chair shall declare that person elected, and there shall be no nominating or seconding speeches, or vote taken. While voting is underway, sergeants-at-arms shall keep the doors closed and shall assist officers in maintaining order. Tally clerks shall assist the officers in the actual count. If no candidate receives a majority vote on the first vote, there shall be a runoff election between the two (2) candidates receiving the greatest number of votes on the first vote.

Rule 8: Quorum

- A) A quorum shall be forty percent (40%) of the delegates. Written proxies shall be counted for the determination of a quorum. Ex-officio members shall not be counted in determining if a quorum is present.

Rule 9: Proxies

- A) Decisions regarding Proxies shall be determined by the Credentials Committee in accordance with Bylaws 34 and 35 and other relevant Bylaws of the Oklahoma Democratic Party.
- B) A delegate to the Convention may give a written proxy, witnessed by two non-related adults, to any registered Democrat of the same gender from the same county as that from which the delegate was elected.
- C) A delegate shall have the right to give a non-transferable proxy to a registered Democrat of the same gender. The delegate giving the proxy and the person to receive the proxy must be the same gender and appear before the credentials committee or staff for the proxy to be recorded and a proxy credential issued to the person receiving the proxy.
- D) No individual may hold more than one proxy.
- E) No person shall have the right to cast a vote on behalf of any delegate to a convention who is not present unless that person holds a valid proxy credential issued by the Credentials Committee.
- F) A proxy may contain instructions concerning its use, and such instructions shall be binding on

the proxy holder. If the proxy is not instructed, the holder may vote and act at the holder's discretion. If a presiding officer knows that a proxy is instructed and the proxy holder fails or refuses to vote according to instructions, the presiding officer shall ignore the action of the proxy holder and declare the vote of the proxy according to instructions.

Rule 10: Additional Rules Governing This Convention

- A) This convention is governed by the Constitution and Bylaws of the Oklahoma Democratic Party, which these rules reflect. On any question of procedure not otherwise covered by these rules, the Constitution or Bylaws, this convention shall be governed by Robert's Rules of Order, Newly Revised (12th Edition).

The current ODP Constitution can be found here: <https://okdemocrats.org/wp-content/uploads/2021/12/ODP-Constitution-2021.pdf>

The current ODP Bylaws can be found here: <https://okdemocrats.org/wp-content/uploads/2021/12/ODP-Bylaws-2021.pdf>