



DISTRICT CONVENTIONS

1 PER 2-YR TERM

PURPOSE

**Elect district party
committee members**

*Do you need a refresher on the convention calendar?
Review the **Party Convention & Election Calendar Course**
at moveitchristian.com.*

ASPECTS

Laws & Rules

Call to Convention

Voters

Convention Officers & Committees

Permanent Convention Chair Election

Program (Agenda)

Election of District Committee Members

DISTRICT CONVENTION TO ELECT DISTRICT COMMITTEE MEMBERS

JANUARY & FEBRUARY ODD YEAR – “Spring” Convention

LAWS & RULES

IN ORDER BY PRECEDENCE

Michigan Compiled Law Chapter 168 (MCL 168):

- MCL 168.600

State Party Rules:

- Per law, the district conventions happen at the time of the spring state convention, so the timing of district conventions will be described in the State Party Rules for the Spring State Convention.

Standing Rules:

- A committee on organization (aka rules committee) appointed by the district party chair drafts a standing rules report to be considered by the district convention body for amendment and/or adoption.
- Standing rules may include credentials requirements, parliamentary authority, nomination or election procedures, etc.

Robert's Rules of Order (RONR):

- The parliamentary authority used at most district conventions is Robert's Rules of Order, Newly Revised.

CALL TO CONVENTION

The district conventions are held at the time of the spring state convention in every odd numbered year.

- MCL 168.600

The time and method for issuing the call to convention will be in Rules for the Selection of Delegates and Alternates to the Spring State (and District) Convention approved by the State Committee.

The call to state (and district) convention is forwarded by county party executive committees to all precinct delegates and delegates at large in the call to the preceding county convention.

VOTERS

State Delegates (or their Alternates) elected at preceding spring county convention (MCL 168.595)

*Do you need a refresher on the aspects of electing delegates and alternates to state convention? Review the **County Convention Course** at moveitchristian.com.*

(Optional) Delegates At Large to State Convention

MCL 168.595a mandates that delegates at large to state conventions have a vote in the district caucuses of the state convention.

District conventions are separate parliamentary bodies and are not explicitly required by law to give voting credentials to the delegates at large to state convention, though it is custom to do so.

CONVENTION OFFICERS

Chair:

- conducts the convention
- district party chair is temporary convention chair who calls convention to order, appoints the other temporary officers and committees, and receives committee reports
- convention body elects a permanent convention chair who appoints permanent officers (except secretary) and committees, and conducts official business of convention

Secretary:

- records convention minutes
- customary to elect a permanent convention secretary, though not required by RONR

Parliamentarian:

- offers parliamentary advice as requested

Sergeant At Arms:

- maintains order and ensure safety and security of officers, delegates and guests

Tellers:

- counts votes

CONVENTION COMMITTEES

Credentials Committee:

- registers and provides credentials to district convention voters
- presents a report of the number of delegates registered to the convention body for amendment and/or approval
- maintains the list of registered voters and tracks the number of delegates in attendance

Committee on Organization* (Standing Rules):

- develops standing rules for the convention
- presents a report of the standing rules to the convention body for amendment and/or adoption

Program Committee* (Agenda):

- develops the agenda for the convention
- presents a report of the agenda to the convention body for amendment and/or adoption

(optional) Nominating Committee:

- standing rules may authorize the permanent convention chair to appoint a nomination committee for the purpose of nominating district committee members

** Often one committee will handle both the standing rules and the agenda.*

ELECTION OF PERMANENT CONVENTION CHAIR

Follow prescribed nomination and election methods in the Standing Rules if adopted by the convention body, otherwise in Robert's Rules of Order, Newly Revised.

The adopted Standing Rules may prescribe one of the Robert's Rules or Order methods and add additional requirements.

Do you need a refresher on nomination and election methods? Review the **Robert's Rules of Order Course** at [moveitchristian.com](https://www.moveitchristian.com).

PROGRAM (AGENDA)

Call To Order

Opening Ceremonies: Invocation, Pledge of Allegiance

Appointment of Temporary Officers & Committees

Read Call to Convention

Credentials Committee Report

Standing Rules Report

Program Committee Report

Election of Permanent Convention Chair

**customary to elect Permanent Convention Secretary too*

Appointment of Permanent Officers & Committees

Oath of Office

Election of District Committee Members

Adjourn

ELECTION OF DISTRICT COMMITTEE MEMBERS

Follow prescribed nomination and election methods in the Standing Rules if adopted by the convention body, otherwise in Robert's Rules of Order, Newly Revised.

Nomination and election methods and requirements may include:

- allotment of district committee member positions to counties or county portions of the district for purpose of equal representation
- nomination from the floor or by nominating committee
- election by standing vote, standing counted vote, ballot vote or roll call vote

DISTRICT CONVENTIONS vs. DISTRICT CAUCUSES

A convention is a separate parliamentary body – giving it the power to credential its own voters and adopt its own standing rules and agenda.

A caucus is a portion of a larger parliamentary body, which credentials the caucus voters and adopts caucus rules. In this case, the state convention credentials the voters and adopts the rules for each congressional district caucus.

District Conventions for the purpose of electing District Committees take place each odd year just prior to the Spring State Convention.

District Caucuses take place during presidential election years at the State Convention for electing delegates to National Convention.