

DEMOCRATIC PRECINCT CONVENTION MINUTES (2008)

A Democratic Precinct Convention was held in accordance with the Texas Election Code and the Texas Democratic Party Rules at (location) _____ in Election Precinct No. _____ of _____ County in Senatorial District No. _____ on the 29th day of March, 2008.

Said Precinct Convention was called to order at _____ p.m. by _____ (precinct chair or if absent any qualified voter) who served as Temporary Chair of the Convention.

The Temporary Chair appointed _____ to serve as Temporary Secretary of the Convention.

Before transacting any business, the Temporary Chair called for an enrollment of all qualified members of the Party present with name, residence address, and city or town shown thereon as well as their political preference or uncommitted status.

The enrollment was made on the sheet marked "Exhibit A" and on additional sheets, if needed, following the same format. These sheets or copies are attached to all official copies of these Minutes.

The Temporary Chair then announced that this convention would be conducted in accordance with the Texas Election Code, and the Rules adopted by the Party in accordance with Section 163.002 of the Election Code; that the 2000 edition of Robert's Rules of Order, Newly Revised, would govern parliamentary procedure; and that a copy of the Party Rules was available for inspection. The Chair briefly explained the ways in which action at this convention would influence important Party action and decisions at subsequent conventions and reviewed Party Rules governing Precinct Conventions.

The Temporary Chair next called for nominations for Permanent Convention Chair, and the following individuals were nominated: (list names) _____

(Name) _____ was elected by majority vote and assumed the position of Permanent Chair.

The Permanent Chair then called for nominations for Permanent Secretary, and the following individuals were nominated: (list names) _____

(Name) _____ was elected by majority vote and assumed the position of Permanent Convention Secretary.

The Permanent Chair then announced the number of eligible voting members on the roll: _____; the number of delegates and alternates to the County/Senatorial District Convention that the Precinct was entitled to elect: _____.

The following are the number and percent of each presidential preference or uncommitted status on the roll:

PRESIDENTIAL PREFERENCE OR UNCOMMITTED STATUS (Insert name of caucus or "uncommitted")	NUMBER OF SIGNATURES	PERCENT OF CONVENTION
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL	_____	_____

(Eligible Convention participants arriving after the presidential preference or uncommitted caucus percentages were announced and accepted by the convention are marked with an asterisk (*) on the convention enrollment form. They are allowed to participate, but not to change the established percentages.)

The Chair then announced those presidential preference or uncommitted caucus percentages who had secured enough participants to entitle them to one or more delegate positions. The Chair announced that they qualified to caucus separately to elect the same proportion of delegates and alternates. The people in unqualified groups then were given an opportunity to join caucuses of their second choice. The Chair instructed the Secretary to indicate these changes on the enrollment sheet (Exhibit A). Following the re-enrollment, if any, the percentages were recalculated and the following results announced (fractions being rounded DOWN to the nearest whole number):

PRESIDENTIAL PREFERENCE OR UNCOMMITTED STATUS (Insert name of caucus or "uncommitted")	# OF SIGNATURES	% OF CONVENTION	# OF DELEGATES ALLOCATED
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

The Chair asked each caucus now securing at least one delegate position to convene and elect its delegates and alternates. Each caucus held ONE election in which the highest vote-getters became the delegates and the next highest became the alternates. Participants were allowed to cast as many votes as the number of delegates allocated to that caucus.

After the caucuses transacted their business, the Permanent Convention Chair announced the names of the delegates and alternates elected by each qualified caucus. The election of the entire body of delegates and alternates so chosen then was ratified formally by vote of the Precinct Convention.

The Chair then instructed the Convention Secretary to mark "D" next to the names of all delegates and to mark "A" next to the names of all alternates on the enrollment sheet "Exhibit A". In the event an individual not present at the convention is elected a delegate or alternate, his or her name should be added to the enrollment sheet, marked as delegate or alternate, and further marked with a double asterisk (**).

The Chair then called for election by the Convention of at-large delegates and alternates (if there were any such positions remaining to be filled).

The Chair instructed the Secretary to mark these names and all pertinent information on Exhibit A.

The Chair then called for nominations for Delegation Chair. The nominees were: _____
(Name) _____ was elected Delegation Chair by majority vote of the Precinct Convention.

The Permanent Chair then called for any resolutions, and the attached resolutions were adopted.

There being no further business, a motion passed adjourning the Convention.

SIGNATURE OF PERMANENT CHAIR

SIGNATURE OF PERMANENT SECRETARY

In accordance with the Texas Election Code Section 174.027, the Permanent Convention Chair officially shall sign two (2) copies of these Minutes and shall seal up and safely transmit them in person or by mail to the County Chair of this County within three (3) days after the date of this Precinct Convention. Mail one (1) copy of the Minutes including Exhibit A to the State Democratic Executive Committee, 505 West 12th Street, Austin, Texas 78701 (envelope enclosed). The County Clerk does NOT get a copy or maintain these records.

NOTE TO CONVENTION CHAIR

To encourage maximum participation in our Party process by all segments of the Texas Democratic electorate, it would be helpful to have the following information about your Precinct Convention.

	NUMBER	PERCENT		NUMBER	PERCENT
TOTAL CONVENTION PARTICIPANTS	_____	_____	TOTAL AFRICAN AMERICAN PARTICIPANTS	_____	_____
TOTAL MALE PARTICIPANTS	_____	_____	TOTAL HISPANIC PARTICIPANTS	_____	_____
TOTAL FEMALE PARTICIPANTS	_____	_____	TOTAL ASIAN AMERICAN PARTICIPANTS	_____	_____
TOTAL NATIVE AMERICAN PARTICIPANTS	_____	_____	TOTAL WHITE PARTICIPANTS	_____	_____
TOTAL 35 & UNDER	_____	_____	TOTAL LGBT (LESBIANS, GAYS, BISEXUAL, TRANSGENDERED)	_____	_____
TOTAL PERSONS WITH DISABILITIES	_____	_____			