

**STANDING RULES OF THE 2023 LOCAL CONVENTION OF
DEMOCRATIC SOCIALISTS OF AMERICA - LOUISVILLE**

1. **Hybrid attendance.** Any person may attend the meeting either in-person or virtually. Virtual attendees will have the same rights and privileges as in-person attendees.
2. **Public attendance.** The meeting will be open to the public. Only members in good standing will have the right to speak in debate, make motions of any kind, vote on resolutions, or vote in elections.
3. **Meeting information.** The Secretary or their appointee will send by email to every member of the local in good standing at least 1 day before each meeting, a notice of the time and place of Convention. The Secretary will also include a copy of, or a link to, these rules and the agenda for Convention.
4. **Login information for virtual attendees.** The Secretary or their appointee will send by email to every member of the local, as determined by the Credentials Committee, who has requested virtual attendance, the URL, codes, and/or telephone number necessary to connect to the internet meeting service at least two (2) hours before the meeting. The Secretary will also include a copy of, or a link to, these rules.
5. **Login time for virtual attendees.** The Secretary or their appointee will schedule the Internet meeting service availability to begin at least thirty (30) minutes before the start of each meeting.
6. **Signing in and out for virtual attendees.** Members shall identify themselves as required to sign in to the Internet meeting service and will maintain internet or audio throughout the meeting whenever present, but will sign out upon any departure before adjournment.
7. **Technical requirements and malfunctions.** Each member is responsible for their audio, video, or internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented participation in the meeting.
8. **Forced disconnection of virtual attendees.** The Chair may cause or direct the disconnection or muting of a member's connection if it is causing undue interference with the meeting. The Chair's decision to do so, which is subject to an undebatable appeal that can be made by any member, shall be announced during the meeting and recorded in the minutes.
9. **Roll.** At the beginning of the Saturday convention session, the Credentials Committee will report to the Chair the roll of members registered and present.

- 10. Parliamentarian.** The Chair may nominate a member to serve as Parliamentarian for the Convention, who may be consulted by the Chair on questions of procedure.
- 11. Sergeant-at-Arms.** The Chair may nominate a member to serve as Sergeant-at-Arms for the Convention, who shall keep track of each person who has spoken to each motion, keep time for each speaker, and generally assist the Chair in enforcing any time limits. The Sergeant-at-Arms will also record violations of norms and forward complaints regarding such violations to the chair of the committee, chapter co-chair, or HGO.
- 12. Resolutions.** All resolutions offered by any member or committee shall be in writing and shall be submitted to the Proposals Committee before the deadline set by that committee.
- 13. Quorum calls.** The presence of a quorum will be determined by the Chair after receiving the report of the Credentials Committee. Thereafter, the continued presence of a quorum will be presumed unless any member demands a quorum call by audible roll call for members attending in-person and by the reading of a list of members attending virtually who are then-present on the internet meeting service. Such a demand may be made only following any vote for which the announced totals add to less than a quorum.
- 14. Statement of the Question.** After the Chair states the question on any motion or any question is asked (excluding points of order, information, parliamentary inquiry, and personal privilege, or questions specifically directed at a single individual), 30 seconds will be allotted to allow members to collect their thoughts before debate on the motion begins.
- 15. Assignment of the Floor.** To seek recognition by the chair, a member attending in-person shall raise their hand and be placed on the speaking list. Members attending virtually shall type "stack" in the chat function of the internet meeting service. The Chair or their appointee shall maintain a queue of those seeking recognition, and shall recognize speakers in order determined by the "progressive stack" system. No member who has spoken in debate on a question shall be assigned the floor before a member who has not yet spoken in debate on that question.
- 16. Speaking.** No member shall speak in debate more than twice on the same question or longer than two minutes each time they are recognized, without permission of the convention granted by a two-thirds vote.
- 17. Interrupting a speaker.** A member attending in-person who intends to make a motion or request under the rules may interrupt a speaker by stating their motion or request, and will thereafter wait a reasonable time for the chair's instructions before attempting to interrupt the speaker a second time. A member attending virtually who intends to make such a motion or request may interrupt a speaker by stating their motion or request in

the chat of the Internet meeting service, and will thereafter wait a reasonable time for the chair's instructions before attempting to interrupt the speaker by voice.

18. Motions submitted during the meeting. A member intending to offer a main motion, amendment, or to propose instructions to a committee, will, before being recognized, submit the motion (whether main or subsidiary) by email to the address designated by the Proposals Committee for this purpose.

19. Display of motions. The Secretary will arrange for all duly submitted proposals to be available to all participants at least three (3) days prior to the Convention.

20. Elections. Each member in good standing shall have the right to vote in all Convention elections for Co-Chair, Steering Committee, Harassment/Grievance Officer, Committee Chair, and National Delegate Elections.

- a. The Credentials Committee will determine members in good standing.
- b. Attendance at Convention is not required to vote in elections.
- c. Co-Chair, Steering Committee, Harassment/Grievance Officer, and Committee Chair elections will be conducted over OpaVote, using ranked-choice voting tabulated by modified Borda Count.
- d. National Delegate elections will be conducted over OpaVote, using Scottish Single Transferable Vote (STV).
- e. Ballots will be timely transmitted to all potential voters by the Credentials Committee.
- f. The poll will open on Friday May 12 at 8:00 pm eastern time and remain open until 30 minutes prior to the published adjournment time of the Saturday Convention, as determined by the Programming Committee.

21. Voting on resolutions. Votes on resolutions will be taken by a show of hands amongst both in-person and virtual attendees. Members attending virtually will show their hand using the "raise hand" feature of the internet meeting service. When required or ordered, an alternative permissible method of voting is audible roll call. The Chair's announcement of the voting results following division of the assembly will include the number of members voting on each side of the question and the number, if any, who explicitly respond to acknowledge their presence without casting a vote. Business may also be conducted by unanimous consent.

22. Proxy voting on resolutions. Members who are unable to attend this Convention may name a proxy who may vote on their behalf no later than the Friday before the Convention, by registering their request with the chapter by emailing dsalouisville@gmail.com. The Credentials Committee shall inform the Steering Committee of all duly executed proxies prior to the start of the first session of this Convention.

- a. No proxy votes will be valid for Co-Chair, Steering Committee, Harassment/Grievance Officer, Committee Chair, or National Delegate elections.

- b. No proxy votes will be counted unless registration is timely received.
- c. No member may hold more than one proxy vote.
- d. Anyone holding a proxy vote will cast the vote in the name of the Member whose proxy they hold.

23. Other rules. The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* will govern the Convention in all other cases.