



SECOND AND FOURTH WARD CONVENTION PROCEDURES

Monday, July 28, 2008

WARD CONVENTION PARTICIPATION ELIGIBILITY

Attendees at Ward Conventions, who may act upon business that is conducted at the Ward Conventions, must be voters who live within the Ward where the Ward Convention is conducted. They need not be registered voters, but must be eligible voters - that is, citizens of the United States and at least 18 years of age - and also must be residents of the Ward.

STEP 1 - CALL TO ORDER

The Ward Convention must be called to order at 8:00 P.M. (Although the Ward Convention may be convened by any voter who is in attendance at the Ward Convention, this duty normally falls to the City Councilmember who represents that Ward.)

STEP 2 - WARD CONVENTION CHAIRPERSON SELECTION

Attendees at the Ward Convention, who are eligible voters and residents of that Ward, must select one person from their group to serve as Chairperson of the Ward Convention. (Again, the election of the Ward Convention Chairperson normally is overseen by the City Councilmember who represents that Ward.)

Only eligible voters who are in attendance at the Ward Convention and who are residents of the Ward may be considered for the Ward Convention Chairperson position; only eligible voters and residents of that Ward may nominate candidates for the Ward Convention Chairperson position; and only eligible voters who are residents of that Ward may vote in the election of the Ward Convention Chairperson.

If more than one candidate is nominated for the position of Ward Convention Chairperson, an election should be conducted. This election could be accomplished by voice vote, or preferably by a show of hands, but also could be accomplished by use of ballots that have been prepared on yellow paper. At least two Ward Convention attendees, neither of whom are candidates for the position of Ward Convention Chairperson, should be selected to count and confirm results of the ballot election for Ward Convention Chairperson.

Upon selection of a Ward Convention Chairperson, the Ward Convention Chairperson would preside for the remainder of the Ward Convention.

STEP 3 - WARD CONVENTION CLERK SELECTION

Attendees at the Ward Convention - again, only those who are eligible voters and who are residents of that Ward - then must select one person from their group to serve as Clerk of the Ward Convention. The Ward Convention Chairperson would be responsible for overseeing the election of the Ward Convention Clerk.

Only eligible voters who are residents of the Ward may be considered for the Ward Convention Clerk position; only eligible voters and residents of the Ward may nominate candidates for the Ward Convention Clerk position; and only eligible voters who are residents of the Ward may vote in the election of the Ward Convention Clerk.

If more than one candidate is nominated for the position of Ward Convention Clerk, an election should be conducted. Again, this could be accomplished by a voice vote, or preferably by a show of hands, but also could be accomplished by the use of ballots that have been prepared on green paper. The Ward Convention Chairperson, and/or the Ward Convention Chairperson's designee(s), should count and confirm results of the ballot election for Ward Convention Clerk.

STEP 4 - CITY COUNCILMEMBER CANDIDATE SELECTION

Attendees at the Ward Conventions in the Second and Fourth Wards who are eligible voters and residents of those Wards, may select two persons who are eligible voters and who are residents within those respective Wards, as candidates for two-year terms as those Wards' City Councilmembers. Eligible attendees at the Ward Conventions in the Second and Fourth Wards may decide to select only one candidate for a City Councilmember position, but cannot select more than two candidates.

Again, only eligible voters who are residents of the Ward may be considered for the City Councilmember candidate position; only eligible voters and residents of that Ward may nominate candidates for the City Councilmember candidate position; and only eligible voters who are residents of the Ward may vote at the Ward Convention in the election of the City Councilmember candidate position(s).

If more than two candidates are nominated for the position of City Councilmember candidate, an election should be conducted. This election could be accomplished by voice vote, or preferably by a show of hands, but also could be accomplished by use of ballots that have been prepared on blue paper. The Ward Convention Chairperson and/or Ward Convention Clerk - and, at the Ward Chairperson's option, assisted by other Convention attendee(s) who are not candidates for the position of City Councilmember - should count and confirm results of the ballot election for City Councilmember candidates.

STEP 5 - CITY CONVENTION DELEGATE AND ALTERNATE DELEGATE SELECTIONS

Attendees at the Ward Convention, again who are eligible voters and who are residents of the Ward, must select 15 persons to serve as the Ward's delegates to the City Convention that will be conducted on Wednesday, July 30, at North Central Michigan College.

Only eligible voters who are residents of the Ward may be considered for positions as Ward Delegates to the City Convention; only eligible voters and residents of that Ward may nominate candidates for Ward Delegates to the City Convention; and only eligible voters who are residents of that Ward may vote for Ward Delegates to the City Convention.

The names of 15 persons, who are known to be residents of the Ward, may be selected as Ward Delegates to the City Convention (to assist with verifications, Ward voter-registration lists are being provided to City Councilmembers so that such lists can be made available at the Ward Convention).

Eligible voters who are residents of the Ward may call out names of persons as Ward Delegates to the City Convention. Names of persons may be verified by the Ward Convention Chairperson, Ward Convention Clerk, or others who might be designated by the Ward Convention Chairperson, using Ward voter-registration lists, with names of delegates being recorded by the Ward Convention Clerk on the Ward Convention Certification form, following a vote on a seconded motion to approve the list of City Convention Delegates.

If more than 15 candidates are nominated for the position of Ward Delegate to the City Convention, eligible attendees at the Ward Convention could decide if additional names would be considered as Ward Alternate Delegates to the City Convention, or if an election should be conducted to select Ward Delegates to the City Convention. Such an election could be accomplished by a voice vote, or preferably by a show of hands, but also could be accomplished by use of ballots that have been prepared on pink paper. The method of verifying election results would be at the discretion of the Ward Convention Chairperson.

Names of City Convention Delegates must be listed on the Ward Convention Certification form following a vote on a seconded motion to approve the list of names.

STEP 6 - WARD ALTERNATE DELEGATE SELECTION

After 15 City Convention Delegates have been selected, five City Convention Alternate Delegates must be selected. The same procedure for these selections could be followed as was used to select City Convention Delegates. Ballots have been prepared on goldenrod-colored paper.

Names of persons who are nominated for City Convention Alternate Delegates may be verified using the Ward voter-registration listing, with names of persons who are selected recorded by the Ward Convention Clerk on the Ward Convention Certification form, following a vote on a seconded motion to approve the list of City Convention Alternate Delegates.

The order that names of City Convention Alternate Delegates appear on the Ward Convention Certification form would be order in which Ward Alternate Delegates would be seated at the City Convention, if 15 Ward Convention Delegates were not in attendance at the City Convention.

STEP 7 - WARD BUSINESS

Ward Convention attendees may discuss any matters believed appropriate.

STEP 8 - ADJOURNMENT

Upon motion of an eligible voter who is a resident of the Ward, seconded by an eligible voter who is a resident of the Ward, the Ward Convention could be adjourned.