

## ALOHA HAWAII COUNTY CONVENTION DELEGATE!

This is to help you prepare for and participate in the Hawaii County Convention.

First, download your Convention Packet. This is the only set of these documents that will be provided to you; we are saving trees by not providing duplicate copies at the Convention.

Review the Agenda so you have an idea about how much time will be spent on each element of the Convention.

Second, over the next several days, study the Convention Committee Reports. As you do this, write down any questions you may have about the Committee Report. At the beginning of the Convention, the Committees will brief groups of delegates and answer delegate questions about their Committee Report. During the Convention Proceedings, you will be asked to vote on each Committee Report. That will be a “yes” or “no” vote on the Committee report or, in some cases parts of it, such as a single Resolution. There is no opportunity to revise the Committee Reports by suggesting different wording, deleting a phrase, or proposing similar changes. This is because the drafting work was done by the Convention Committees and completed on April 19<sup>th</sup>. Any such motions will be ruled out of order by the Chair.

In advance of the Convention, you may want to review the lunch menu. The buffet selections are on our website at <http://www.hawaiicountydemocrats.org/convention.htm>. Please check out what will be served and if it does not meet your dietary needs, plan to bring your own lunch.

On Saturday, May 3, make sure you know where in Honokaa the Convention is being held. Directions to the Convention area are included in this email/ mailing, as well as on our website at the address listed above. Bring your Convention Packet with you. Plan to arrive early to check in, and for coffee and conversation with other delegates. This is also an opportunity to talk to other delegates and committee members about the Committee Reports

When the Committee Reports are presented, this is what will happen. One of the Co-Chairs of the Committee will be recognized by the Chair, and will make a motion to accept the Report. No second is required for a motion on behalf of a multi-person body like a Committee. The Chair will then call for discussion. At this time, if there is a part of the Committee Report about which you have some doubts, you may request that the part in question—such as an individual resolution-- be set aside for further consideration. The Chair will honor such a request. The Chair will proceed to secure approval of all the parts of the Committee Report about which there are no such requests.

After the Report has been approved, the parts that are set aside will be considered. The Chair will call for speakers in support of the section and speakers against it. There may be limits on the total time for the debate. Each speaker will be limited to 1 minute, and may not speak more than twice on the issue.

At the end of the speeches, there will be a vote, and the Convention will decide to approve or disapprove this part of the Committee Report.

When the Convention business has been concluded, the Convention will adjourn. Lunch will be provided, as well as two training sessions.

We look forward to seeing you on May 3.

A hui hou,  
Convention Management Committee