# Suggested Caucus Script

## "Read the bold quotes."

**CAUCUS AGENDA**

1. Call to order.
2. Appointment of temporary secretary.
3. Election of permanent caucus chairman.
4. Election of permanent caucus secretary.
5. Nomination and election of delegate(s).
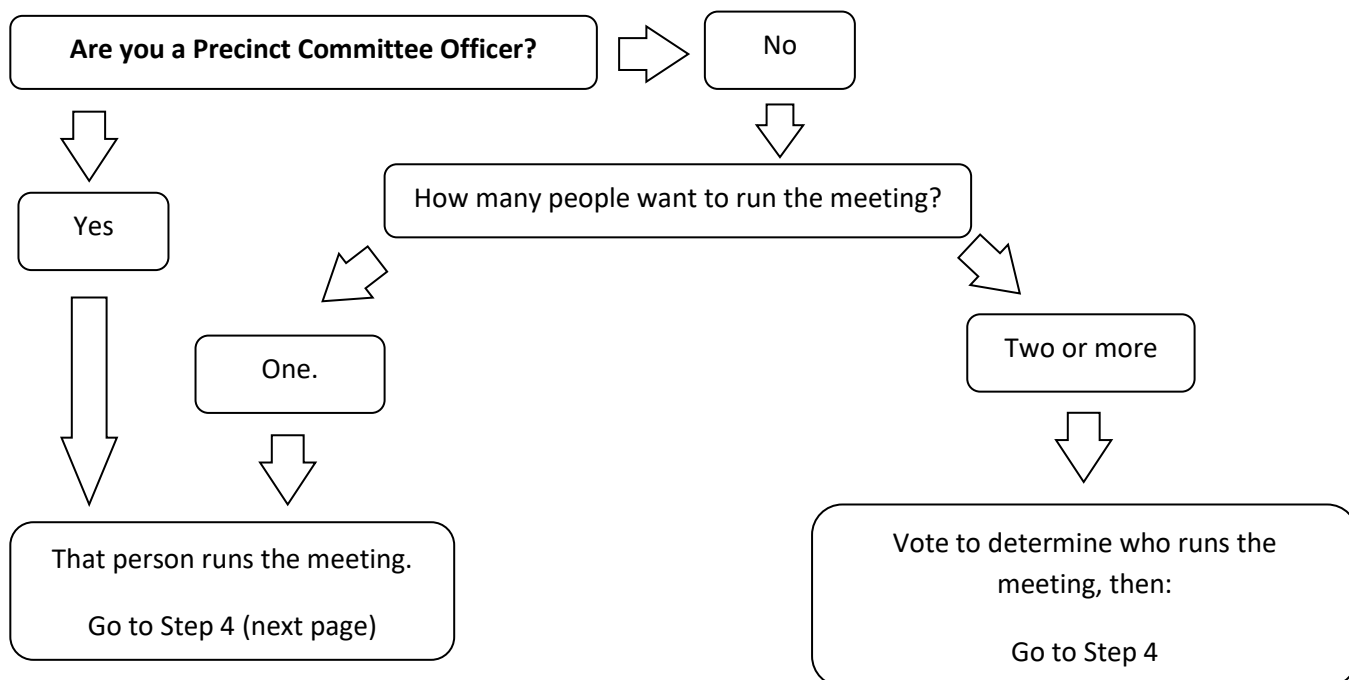6. Nomination and election of alternate(s).
7. Adjournment.

1. <u>CALL TO ORDER</u>

"***Let's get started.  My name is _____. Is everybody in the correct precinct?***"

2. APPOINTMENT OF SECRETARY

*"**First order of business is that we need a temporary secretary.  Would anyone like to be the temporary secretary?**"*
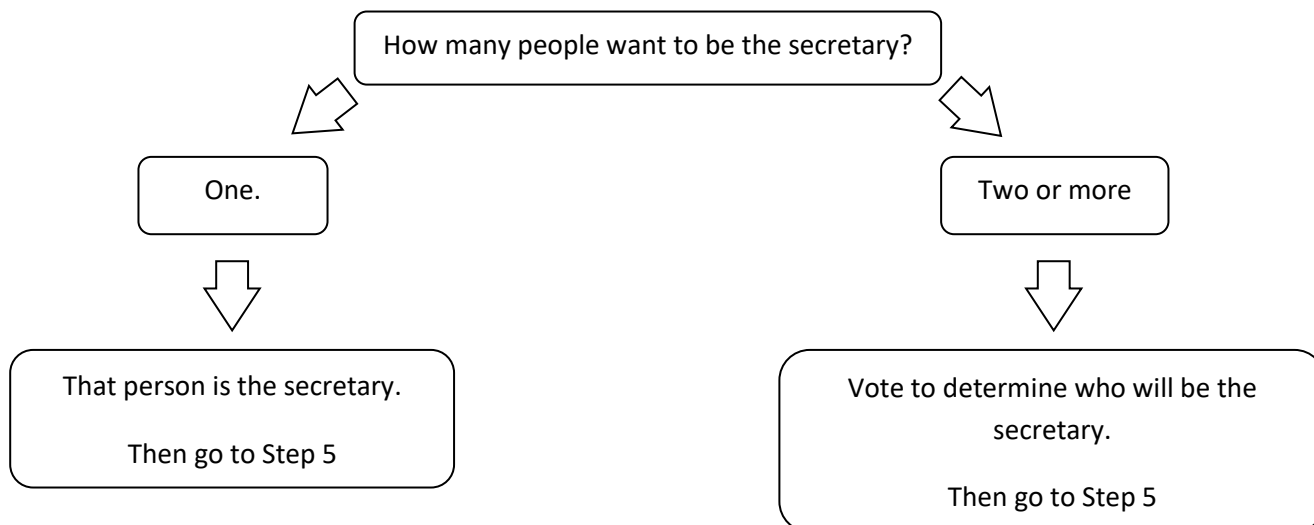
3. ELECTION OF PERMANENT CAUCUS CHAIR



*"**The second order of business is to ask, "Would anyone else like to run this meeting?"  If there are two or more people that ask to run the meeting, we will vote to see who gets to run the caucus.**"*

## 4. ELECTION OF PERMANENT SECRETARY

*"The next order of business is to elect a permanent secretary for this caucus. The duties of the secretary are to record the nominations and elections and actions that we take for the rest of the caucus this morning."*

How many people want to be the secretary?

One.

Two or more

That person is the secretary.

Then go to Step 5

Vote to determine who will be the secretary.

Then go to Step 5

## 5. NOMINATION AND ELECTION OF DELEGATES

*"The next order of business is to nominate and elect delegates to the county convention. The county convention will take place on Saturday, March 2$^{nd}$, at the Calvary Chapel Church. Delegates to the county convention will meet to discuss and pass the county party platform and resolutions as well as elect delegates and alternates to the state convention. To help cover the cost of the lunch provided at the convention there is a $20 attendance fee. Before we get started, I will read a summary of the rules set out by the Washington State Republican Party.*

- *As we elect delegates and alternates, we will fully fill out the Report of the Washington State Republican Precinct Caucus in triplicate.*
- *Delegates and alternates to the county convention must be voters and reside in this precinct.*
- *They do not need to be present to be elected to the position.*
- *As listed on the Report of Precinct Caucus form, this precinct #_____ has been allotted _____ delegates and _____ alternates.*
- *All nominations for delegate positions take place first.*
- *After nominations for delegate are closed, if there are more nominees than positions, we will vote by secret ballot.*
- *If there are only as many delegates as positions, there is no need to vote.*
- *When you vote, you may write up to the number of spots we are filling. (As an example, if we are filling two delegate positions, you may write one or two names on your ballot.*
- *You may NOT write the same name twice on a single ballot; e.g. "John Smith, John Smith."*
- *If so desired, nominees may take a reasonable amount of time to express their views on why they should be elected, and shall indicate their presidential preference.*
- *Delegates must be elected by majority vote which is defined as more than half the votes cast.*

- *If, after the first round of voting, we have not filled all of the delegate positions, we will vote again by secret ballot.*
- *If, after the second round of voting, we have not filled all of the delegate positions, the nominee with the least number of votes is eliminated and we vote again. If there's a tie for elimination, we will draw lots.*

*The process for electing alternates is different and will take place after all of the delegates have been elected. I will explain those rules when we reach that portion of the caucus. Are there any questions?"*

(If you have questions, please see the Pooled Caucus Chair. Use the WSRP 2024 Caucus and Convention Manual to answer any particular questions about the process.)
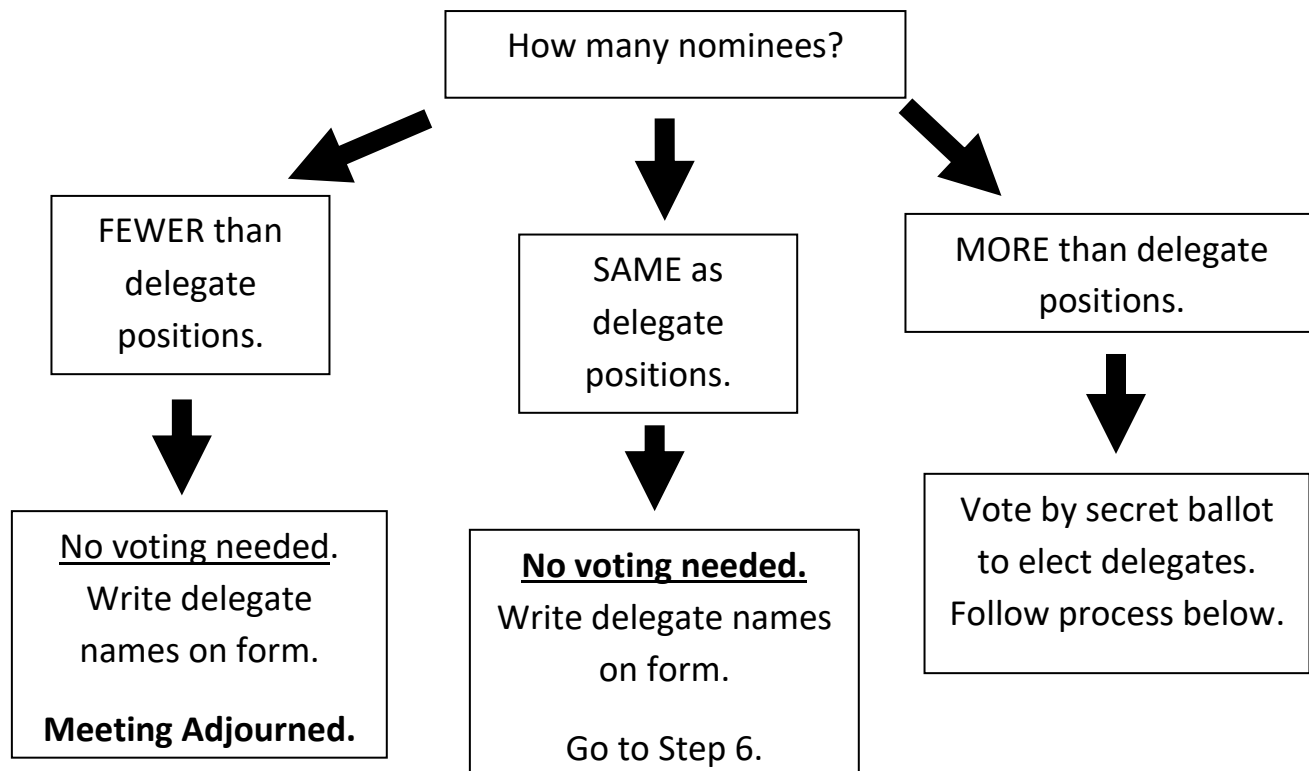
*"Nominations are now open for delegate position. Secretary, please record the names of the nominees."*

After each nomination, ask for more nominations.

*"Are there any other nominations?*
*Are there any other nominations?*
*Are there any other nominations?"*

If there is no response after three calls for nominations, close the nominations.

*"Nominations for delegate are now closed. The nominees are _____. Nominees will be afforded a reasonable amount of time to give their candidate pitch."*

How many nominees?

FEWER than delegate positions.

No voting needed.
Write delegate names on form.

**Meeting Adjourned.**

SAME as delegate positions.

**No voting needed.**
Write delegate names on form.

Go to Step 6.

MORE than delegate positions.

Vote by secret ballot to elect delegates. Follow process below.

VOTING

*"In this precinct, there are _____ delegate positions. There are _____ nominees for those delegate positions. We will vote by secret ballot. Please take a piece of paper and write your votes for delegate. Because there are _____ open delegate positions, you may write up to _(the same number)_ names on your piece of paper. Once you have voted, hand your ballot to the secretary."*

Announce the results. Delegates must receive a **majority** of votes cast in order to be elected.

*"The vote results are as follows:"*

How many valid ballots were cast? _____

What is half of this number? _____ ➡️ Did anyone receive **more** votes than this number?

Yes. Congratulations, they are elected as delegates. Write their names down. Then go to step 6.

No. Bummer. Vote again by secret ballot.

*"That was the 'first round' of voting. In order to be elected as delegates, nominees must receive a majority of the votes cast. We still have _____ positions to fill. Please vote again on a piece of paper. Because there are now _____ open delegate positions, you may write up to _(the same number)_ names on your piece of paper."*

Announce the results. Determine whether any nominees have received a majority of votes. If there are still unfilled delegate positions, state:

*"That was the 'second round' of voting. We still have _____ positions to fill. The rules require that the nominee with the least number of votes is now eliminated from consideration. _____ received the least number of votes. Vote again. Because there are _____ open delegate positions, you may write up to _(the same number)_ names on your piece of paper."*

Announce the results. Determine whether any nominees have received a majority of votes. If further rounds of voting are required, eliminate one nominee with each round of voting until all delegate positions have been filled.

6. NOMINATION AND ELECTION OF ALTERNATES

*"The next order of business is to elect alternates. The process is different. Here is a summary of the rules for electing alternates.*

- *Alternates to the county convention must be registered to vote and reside in this precinct.*
- *Alternates do not need to be here today to be elected.*

- *As listed on the Report of Precinct Caucus form, this precinct #_____ has been allotted _____ delegates and the same number _____ alternates.*
- *(There is no alternate for the Precinct Committee Officer.)*
- *Each alternate position requires a separate election.  This is important.  The alternates are ranked. (At the county convention, the first alternate is seated first, second alternate seated second, etc.)  The rules require a separate election for each position.*
- *After nominations for alternate are closed, if there is more than one nominee, we will vote by secret ballot.*
- *Write only ONE name on each ballot.*
- *Each alternate position is elected separately.  (Nominate and vote for First Alternate, then nominate and vote for Second Alternate, etc.)*
- *Alternates are elected by receiving the most votes and are not required to receive a majority.*
- *If there is a tie in the number of votes, we will cast lots to determine the winner (such as flipping a coin, drawing the highest card, or a short straw).*

**Are there any questions?"**

*"Nominations are now open for the first alternate position.  Are there any nominations?  Secretary, please record the names of the nominees."*

*"Are there any other nominations?*
*Are there any other nominations?*
*Are there any other nominations?"*

*"Nominations for alternate position 1 are now closed.  The nominees are _____.*
*Nominees will be afforded a reasonable amount of time to give their candidate pitch."*

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| If there is only one nominee, congratulate him and record his name on the Report of Precinct Caucus form.  If there are two or more nominees, state: |

*"Vote now.  Please write only one name on a piece of paper.  Whoever gets the most votes wins."*

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| Announce the results.  Determine which nominee is elected to alternate position 1.  If there is a tie, cast lots to determine the winner. |

*"Nominations are now open for the second alternate position.  Are there any nominations?  Secretary, please record the names of the nominees."*

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| Continue this process until all alternates positions are filled.  IMPORTANT NOTE: there is no alternate for the Precinct Committee Officer. |

*"Please ensure your information is correctly recorded on the Report of the Washington State Republican Precinct Caucus.   This caucus is now adjourned at _____."*

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| **Return ALL PAPERWORK to the pooled caucus chair immediately.** |