



**REGISTRATION FOR THE CAUCUS WILL BEGIN AT 12:30 PM
on 1/20/2024**

*These Caucus Rules adopted under the
Rules of the Indiana Democratic Party and Indiana Code: For Appointment
pro tempore to the public office of
Monroe County Treasurer*

Presiding Officer: David G. Henry
Secretary: Ashley Pirani
Tellers: Alex Workman, Sydney Zulich

LOCATION
Monroe County Courthouse
Nat U. Hill Room
100 W Kirkwood Ave
Bloomington, IN 47404

CAUCUS RULES OF PROCEDURE

These rules are adopted under the Rules of the Indiana Democratic Party and Indiana Code for the vacancy caucus to make an appointment pro tempore for the office of Monroe County Treasurer, and to establish the procedure necessary for this caucus to conduct its business. **Any dispute over the eligibility of a precinct committeeperson in a caucus must be filed in written form with the Monroe County Democratic Party Chair David G. Henry, presiding officer for this caucus, for resolution at least seventy-two (72) hours prior to the convening of the caucus.** The written eligibility question may be submitted by a candidate seeking nomination in the caucus or by a precinct committee person who is eligible under state party bylaws and Indiana Code to participate in the caucus. **Any dispute that was presented to the caucus chair and not resolved prior to the caucus may be brought to a vote by the members of the caucus excluding those persons named in the dispute.**

Rule 1: Candidate Declarations

Interested candidates must file a statement for candidacy and submit a candidate statement with the party secretary no later than 72 hours before the caucus at **1:00 PM on Wednesday January 17, 2024**. A Statement of Economic Interest must be filed with the County Clerk 72 hours in advance of the caucus, by 1:00 PM on Wednesday, January 17, 2024. No candidacy will be accepted after the deadline. Statements for sharing with the precinct committee may be emailed to:

Ashley Pirani, Party Secretary
secretary@monroedems.org

Rule 2: Voting Eligibility & Quorum

All elected and appointed Precinct Committee persons appointed no later than 30 days before the caucus, are eligible to vote in the caucus. A majority of the *eligible* members of the full committee present and voting constitutes a quorum.

Rule 3: Proxies

As a vacancy of a public office of county government at-large, all PCPs are eligible to vote. Proxies must be filed with the chair in compliance with IDP Rule 21, and IC 3-13-5-5 prior to the caucus. Those proxies must be the vice precinct committeeperson for the precinct committeeperson's precinct.

Rule 4: Quorum Call

This caucus will be conducted by secret ballot. Not all PCPs can attend the duration but are required to cast a vote **in person**.

- A) The party chair will call the roll at 1:00 PM.
- B) The Caucus will adopt its rules of procedure.
- C) The Caucus will then begin.

Rule 5: Public Forum

A) In order to meet the highest standards of transparency and public accountability, the caucus shall follow the following procedures for the public forum. This public forum will contain candidate interviews and remarks:



1. Candidates will be called forward to make a statement, **no longer than 8 minutes**, on their candidacy for the position.
2. At the conclusion of the public statements, the party chair will moderate questions from the eligible precinct committee members.
3. Precinct committee members shall pose questions and not statements to the candidate at this time.
4. Non-questions will be gavelled down as dilatory without appeal.
5. Members of the public may observe the proceedings.
6. Responses **are limited to three minutes**, unless waived by the presiding officer.
7. The question period will last 30 minutes
8. Following the exhaustion of the questions, and/or an approved motion to close the question period and proceed to a vote, the candidates shall be provided three minutes to make a closing statement.

Rule 6: Debate and Floor Statements

1. The caucus will move to conduct public statements and debate in favor or opposed to candidates.
2. Eligible precinct committee persons will be afforded two minutes to make speech or statements.
3. The chair will call for speakers for, neutral or opposed to the candidate by a show of hands and recording names for debate
4. The chair will then alternate among speakers for, against, or neutral on the question.
5. Robert's Rules will take precedence
6. The period of debate or floor statements will be limited to 30 minutes.

Rule 7: Balloting Procedures

- A) Voting must be conducted by secret ballot under Indiana Code
- B) All ballots are by secret ballot.

- C) No substitutions or hybrid ballots will be considered under Indiana Code and advice from the Indiana Election Division
- D) When all voters have voted, the tellers shall tabulate the results.

Rule 6: Declaration of Majority

Upon confirmation that all eligible PCPs and eligible proxies have casted ballots, or the voting period has concluded, the secretary will retire with the tellers for tabulation. The secretary will confirm results and share with the Party Chair. The Party Chair will announce the result.

Rule 7: Successive Ballots

If no candidate receives a majority of the votes cast on the first ballot, the candidate with the fewest number of votes shall be eliminated from the contest and another ballot held with the remaining candidates. This process shall continue on successive ballots until one candidate secures a majority (50% plus one) and is declared the winner under Rule 6.

Rule 8: Tie Votes

If any ballot results in a tie vote between the candidates receiving the highest number of votes, the party chair as presiding officer shall cast the deciding vote or call for additional ballots.

Rule 9: Other Considerations

The Rules of the Indiana Democratic Party and Indiana Code shall govern all remaining questions of conduct regarding the caucus.