

# **FIFTH CONGRESSIONAL DISTRICT REPUBLICAN PARTY OFFICIAL 2024 CONVENTION CALL**

As Chairman of the Fifth Congressional District Committee of the Republican Party of Virginia, pursuant to the State Party Plan, and as directed by the District Committee, I, Rick Buchanan, do hereby issue this call for a District Convention to be held:

Saturday, April 27, 2024 at 10:00 AM  
Drakes Branch Volunteer Fire Department  
4801 Drakes Main Street, Drakes Branch, VA 23937  
OR

An alternate site or date if necessary for the following purposes:

- a) Election of Fifth District Republican Committee Chairman
- b) Election of three (3) State Central Committee Members
- c) Election of one (1) Elector for the 2024 Presidential Election
- d) Transaction of such other business as may properly come before the Convention

## **QUALIFICATIONS FOR PARTICIPATION:**

All legal and qualified voters of the Fifth Congressional District under the laws of the Commonwealth of Virginia, regardless of race, religion, national origin or sex, who are in accord with the principles of the Republican Party and who, if requested, express in open meeting either orally or in writing as may be required by their Republican unit committee, their intent to support all of its nominees for public office in the ensuing election, may participate as a member of the Republican Party of Virginia in this Fifth Congressional District Convention.

## **DELEGATE CHECK-IN:**

Convention check-in shall begin at 8:30 AM EDT and shall conclude at 10:00 AM.

All Delegates in line at 10:00 AM shall be allowed to check-in. The Convention shall be called to order at 10:00 AM or upon completion of check-in of all Delegates in line at 10:00 AM. Upon commencement of the first ballot for any office and thereafter, no quorum call or point of order regarding the quorum of the Convention, or of any Committee thereof, shall be in order.

## **MILITARY MEMBERS AS DELEGATES:**

Military Members (any members of the Virginia National Guard, or the United States Armed Forces, Merchant Marine, or Coast Guard currently serving on active duty) may be certified as delegates by complying with the procedures detailed in a Unit's call pursuant to Art. VIII, Sec. H, para. 6. Military Member delegates or alternate delegates that are unable to attend the convention in person due to obligations of their official military orders, shall have their votes cast within their unit delegation according to candidate preference ballots.

Candidate preference ballots will be made available by the Fifth District Republican Committee no later than Saturday, April 6, 2024, and will be made available on the Fifth District Republican Committee website or upon request by e-mail to Nancy Rodland at nancyrodland2016@gmail.com. Candidate preference ballots must be received by the Recording Secretary no later than Saturday, April 20, 2024, by email to nancyrodland2016@gmail.com or by physical delivery to P.O. 75, Lovingston, VA 22949.

**COMPOSITION OF THE CONVENTION:**

The District Convention shall be composed of delegates and alternate delegates of the respective units they represent. Each Unit shall have one delegate vote per 250 votes of “Republican Voting Strength” as defined in the Republican Party of Virginia Plan of Organization (The Party Plan). Delegates and alternates shall be elected in county and city mass meetings, party canvasses, or conventions called for this purpose by each unit committee in conformity with the Party Plan. The maximum number of delegates and delegate votes of each Unit shall be as follows:

| Locality             | Delegate Vote | Max # Delegates |
|----------------------|---------------|-----------------|
| Albemarle County     | 160           | 800             |
| Amelia County        | 40            | 200             |
| Amherst County       | 83            | 415             |
| Appomattox County    | 51            | 255             |
| Bedford County       | 122           | 610             |
| Buckingham County    | 34            | 170             |
| Campbell County      | 158           | 790             |
| Charlotte County     | 29            | 145             |
| Charlottesville City | 29            | 145             |
| Cumberland County    | 23            | 115             |
| Danville City        | 53            | 265             |
| Fluvanna County      | 61            | 305             |
| Goochland County     | 78            | 390             |
| Halifax County       | 76            | 380             |
| Hanover County       | 65            | 325             |
| Louisa County        | 100           | 500             |
| Lunenburg County     | 26            | 130             |
| Lynchburg City       | 123           | 615             |
| Mecklenburg County   | 69            | 345             |
| Nelson County        | 36            | 180             |
| Nottoway County      | 30            | 150             |
| Pittsylvania County  | 173           | 865             |
| Powhatan County      | 107           | 535             |
| Prince Edward County | 33            | 165             |
| Unit Totals          | 1,759         | 8,795           |

The number of alternates a unit may have shall equal the number of delegates to which it is entitled. The delegates present in a given unit delegation shall designate which alternate delegate(s) shall vote

in the place of an absent delegate(s) except where the body electing the delegates has determined another method.

**DISTRICT CONVENTION MANDATORY REGISTRATION FEE:**

Every person elected as a Delegate or Alternate Delegate to the Fifth Congressional District Convention will be required to pay a \$20 registration fee. Each \$20 registration fee shall be paid to the Unit Committee represented and the Unit Committee will pay the entire registration fees collected to the “Fifth Congressional District of Virginia Republican Committee” at P.O. Box 75, Lovingson, VA 22949. Failure of a Unit Committee to submit their portion of the registration fee will result in forfeiture of seating of their delegates at the convention, unless waived by a majority vote of certified convention delegates.

**CERTIFICATION OF DELEGATES:**

Units may or may not, per their Official Calls, have their Delegates or Alternates submit paper pre-files.

If a person pre-files with his or her local unit committee, that person must use the Delegate Form attached to this Call. Whether filed by email, via postal mail, or other methods, all Delegate filings must be received by the date specified in the Unit’s Official Call for the Mass Meeting, Canvass, or Convention at which the Delegate is standing for election. Postmarks do not govern for forms submitted to a unit committee. Once credentialing of the prospective delegate has been completed by the local unit, the Unit Chairman (or his/her designee) should send an email update to the prospective delegate, providing the preliminary acceptance or rejection of his/her filing, prior to the unit’s delegate election process. However, in the absence of this feedback, the Delegate should confirm ultimate filing success with his/her Unit Chairman prior to that unit committee’s Mass Meeting, Canvass, or Convention at which the Delegate is standing for election.

Units choosing not to pre-file Delegates and Alternates are instructed to collect Delegate information using the attached Delegate Form for each individual at their mass meeting, canvass, or convention. **All forms submitted to a Unit must contain the Delegate’s signature.**

For convention delegate filing (both pre-file and regular file), **no other versions of any convention delegate forms shall be accepted, except for the official Delegate Form attached to this Call.**

To the Unit Chairman or Permanent Chairman and Permanent Secretary of the Unit Mass Meeting, Convention, or Party Canvass: All Certifications and applicable fees received by the Unit, regardless of the date of the Unit Mass Meeting, Canvass, or Convention must be submitted no later than **April 6, 2024**. It is the responsibility of the Unit Chair to confirm receipt of the certifications and fees with the Fifth District Chairman.

After the filing deadline of the certification, no change may be made, except a certified alternate delegate may be made a delegate.

Certification packets from each Unit should include the following:

- a) A copy of the Unit Call of the Mass Meeting, Canvass, or Convention called for the purpose of selecting Delegates and Alternate Delegates to the Fifth District Convention.

- b) Unit check for Convention fees remitted by Fifth District Convention Delegates who filed with the Unit.
- c) For each delegate who filed with the Unit, the original or a copy of Fifth District Delegate application of elected Delegates or Alternates.
- d) For each delegate who was disqualified by the Unit, documentation of the reason(s) for the disqualification.
- e) Printed copy of the unit's official Excel spreadsheet listing Delegates.
- f) Completed Delegate Certification form attached to this Call.
- g) Certification packets should be mailed or delivered as follows:

First Copy to:

Will Pace, Parliamentarian (District Chairman's Designee)  
P.O. Box 212  
Chatham, VA 24531

Second Copy to:

Nancy Rodland, Recording Secretary  
Fifth Congressional District of Virginia Republican Committee  
P.O. 75  
Lovingson, VA 22949

Third Copy:

Unit's permanent records

Additionally, the Unit Chair must send an electronic copy of the delegate list to the 5<sup>th</sup> District Committee Parliamentarian Will Pace at [pittsylvaniagop@gmail.com](mailto:pittsylvaniagop@gmail.com) by the same date.

### **CANDIDACY FILING REQUIREMENTS:**

Any person who desires to seek election as Chairman of the Fifth District Republican Committee, State Central Committee member, or Presidential Elector must pre-file by February 2, 2024 at 4:30 PM, by filing the official candidacy filing form along with the required filing fee. No nominations shall be accepted from the floor of the District Convention. The official candidacy filing form is attached to this call.

The non-refundable candidate filing fees are:

- District Chairman: \$750.00
- Presidential Elector: \$450.00
- State Central Committee Member: \$250.00

The filing form and nonrefundable filing fees must be submitted by mail or in person to Marian Dixon at P.O. Box 75, Lovingson, VA 22949. Postmarks do not govern, and it is the responsibility of the candidate to confirm receipt of application with the Chair.

If only one candidate properly files for Elector or District Chairman, then that candidate shall be deemed elected. Should no more than three candidates properly file for State Central Committee member, then those candidates shall be deemed elected.

Should all of the above apply, the convention shall be cancelled.

**BALLOTING:**

Balloting shall not begin before 10:30 AM or until all Convention Delegates in line by 10:00 AM have been registered.

**RESOLUTIONS:**

All resolutions should be received by the Fifth Congressional District Committee no later than April 5, 2024, at 4:30 PM. Postmarks will not govern for resolutions mailed. It is the responsibility of the resolution patron to confirm receipt of the resolution by the Fifth Congressional District Chairman.

Resolutions may be emailed to Chairman Rich Buchanan ([buchanancontracting@comcast.net](mailto:buchanancontracting@comcast.net)) and carbon copied to Secretary Nancy Rodland ([nancyrodland2016@gmail.com](mailto:nancyrodland2016@gmail.com)) or sent via U.S. Mail to:

Rick Buchanan, Chair  
Fifth Congressional District of Virginia Republican Committee  
P.O. Box 75  
Lovingson, VA 22949

**INFORMATION PROVIDED TO CANDIDATES:**

Within five (5) days of his receipt of each unit's official Excel spreadsheet listing Delegates, the Fifth Congressional District of Virginia Republican Committee's Recording Secretary shall email the official spreadsheet of the credentialed and alternate delegates to the following individuals:

- 1) All candidates for State Central Committee member
- 2) All candidates for Fifth District Chairman
- 3) All candidates for Presidential Elector

**INFORMATION PROVIDED TO DELEGATES:**

On or before **April 13, 2024**, the following information will be emailed to each Unit Chairman for subsequent distribution to each Delegate certified by that Unit:

- 1) All candidates for State Central Committee member
- 2) All candidates for Fifth District Chairman
- 3) All candidates for Presidential Elector
- 4) Properly Filed Resolutions
- 5) Proposed Convention Rules

**PUBLICATION:**

This Call shall be posted on the website of the Republican Party of Virginia (<https://virginia.gop/events/category/official-call/>) and may be published on the Fifth Congressional District Republican Committee (<http://www.5thdistrictva.gop/District-Convention.>)

All unit committees shall concurrently publish their calls on the Republican Party of Virginia (<https://virginia.gop/events/category/official-call/>) and may publish on the Fifth Congressional

District Republican Committee website (<http://5thdistrictva.gov/District-Convention>) when the calls are published locally by the respective unit committees.

The Convention shall be conducted in accordance with the Plan of Organization of the Republican Party of Virginia, Bylaws of the Fifth Congressional District of Virginia Republican Committee, and Robert's Rules of Order, Newly Revised, 12th Edition.

**CALL REVISIONS:**

The Executive Committee of the Fifth District Republican Committee (Executive Committee) is authorized to revise the issued Call to make any such technical or conforming changes in the event such changes are necessary. Executive Committee must promptly notify the Fifth District Republican Committee of any such technical or conforming changes.

Authorized and paid for by the Fifth Congressional District of Virginia Republican Committee