# UCRP Central Committee Meeting
# January 13, 2024 9:00 AM
# Viewpoint Middle School
211 W Traverse Terrace Dr., Lehi

Chair: Cristy Henshaw, UCRP Chair
Secretary: Kirby Glad, UCRP Secretary
Assistant Secretary: Ben Summerhalder

House District Roll Call

Call to Order: 9:21 am
**Prayer:** Deb Raleigh

**National Anthem sung by**: Bella Barker
**Pledge of Allegiance:** Lyndon Brittner

**Platform Plank Reading:** Ben Summerhalder
Personal Agency and Accountability: Individuals have the primary responsibility for their own welfare. Family, church, and private organizations should provide secondary support when needed. The focus of assistance programs should be the development of self-reliance.

**Attendance:** 236

**Minutes of 11/9/2023** Approved without correction

**Officer Reports:**

**Cristy Henshaw –** See slides below
Rotating meetings throughout the county
SD25 Caucus: Michael Cook misunderstood application for candidacy; Checked only signature box; asked Central Committee for permission to participate in convention process; vote postponed until it was determined if there was a quorum.
Announced gift for Alicia; asked if anyone interested in Volunteers position to contact leadership.
Calendar of upcoming events; emphasized special Central Committee meeting on Feb 17

**Chuck Wood -** See slides below
Getting out info on events; explained how to follow UCRP on social media.
Go to UCRP website; UCRP Podcast will be out soon; if anyone has suggestions for podcast, contact Cristy or Chuck

Cristy UCRP website for one stop shopping – events, candidates, etc.

**Mark Hailstone: -** See slides below
IRS difficult to work with to get proper paperwork with new federal tax laws; really close but still not ready for Venmo donations
Nearly $4000 spent on meeting venues and supplies

**Mark Cluff** - see slides below
Elephant Society lunch on Feb 8: Joe Vera's at 12pm; U.S. Senate candidate Carolyn Phippen will be the speaker
Mar 16: Lincoln Day Dinner at UVU Sorenson Ballroom Dinner 7p; Candidate booths, ticket prices on website this week; early bird deadline Feb 23
Cristy: need committee members for LDD and Convention Chair; LDD is our biggest fundraiser – there will be a pre-party at 5:30

**Keri Guin**
See slides below
Caucus: Check-in 6p; caucus starts at 7 pm.
We will be using technology not used in Utah County before; more details coming later
There will be recorded training other than just slides

Mac: State delegates at convention will vote for national delegates that will go to the national convention

Cristy: Lieutenant Governor said the Michael Cook issue is not a state of Utah issue; going through our county convention is now a UCRP issue.

Mac Sims Moved to approve Michael Cook to participate in convention process
Michael Cook was asked if he will gather signatures only, or convention only, or do both. Cook responded he will do Convention only.
A motion for Previous Question was adopted by 2/3 Vote
Vote on motion: Adopted (nearly unanimous)

Following Good of the Order the meeting was Adjourned: 11:50 am

## Important Upcoming Dates!

- February 8, 2024: Thursday (noon for lunch) Elephant Society @ Joe Vera's
- February 10, 2024 Saturday Candidate Caucus Flyers Due
- February 17, 2024: Saturday Central Committee Meeting/Caucus
  Training/Candidates
  8:00-10:00 a.m. Candidate Booths
  9:00 a.m. Credentialing
  10:00 a.m. CCM/Caucus Training Begins
- March 1, 2024: Friday Legislative Session Ends
- March 5, 2024: Tuesday 6:00-10:00 p.m. Caucus
- March 16, 2024: Saturday 5:30 p.m. Lincoln Day Dinner @ UVU
- April 20, 2024: Saturday 9:00 a.m. County Convention @ MVHS
- April 27, 2024: Saturday 9:00 a.m. State GOP Convention @ Salt Palace

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## Officer Reports: Vice Chair

Charles Wood

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UTAH COUNTY REPUBLICAN PARTY

CRISTY HENSHAW, CHAIR
CHARLES WOOD, VICE CHAIR
KIRBY GLAD, SECRETARY
MARK HAILSTONE, TREASURER

OFFICERS
TECHNOLOGY: **MIKE CARPENTER**
SOCIAL MEDIA/PR: **BROOKS BENSON**
FUNDRAISING/FINANCE: **MARK CLUFF**
EDUCATION: **KERI GUINN**
VOLUNTEERS: **ALICIA JOHNSON**

STAY INFORMED:
UTAH COUNTY REPUBLICAN PARTY
@UTAHCOUNTYGOP
UTAH COUNTY REPUBLICAN PARTY
@UTAHCOUNTYGOP

NEW WEBSITE!
UCRP.ORG

BB

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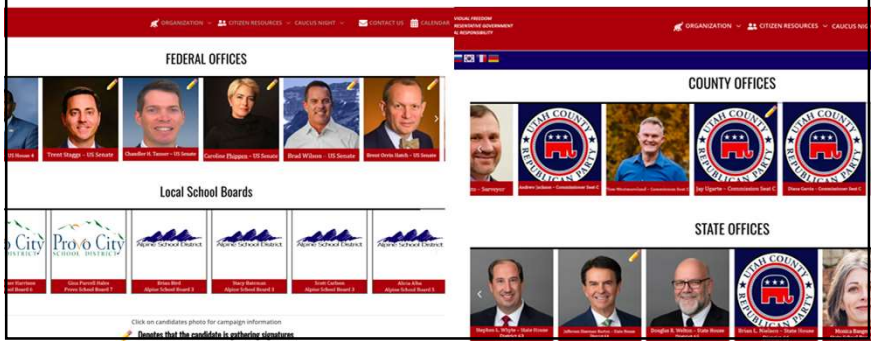
## New Website! UCRP.org

Send us anything you find that needs fixing.

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UCRP Podcast is Rolling!

Education
Hear from Legislators
Community Members
House and Precinct Ideas
Party Information
State and County Information

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Next Central Committee Meeting

February 17th

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# Officer Reports: Treasurer

Mark Hailstone

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## Cashflow Snapshot - Cash Balances and Donations

Balance as of November 1st, 2023: $45,100.96
Balance as of December 31st, 2023: $41,307.77
Net Change in the last 2 months: - $3,793.19

Monthly Recurring Revenue from PayPal for the month of December:
$263.00

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## Noteworthy Expenses - November - December 2023

Large Expenditures (Over $500) Since Last CCM

1. Postcards and Ballots for April Officer Convention/Election - ($1,228.79)
2. Wristbands for Caucus Night 2024 - ($1,332.96)

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## Budget Preview - Full Budget Review Next CCM

Upcoming Noteworthy Expenses for Q1(ish):

- Caucus Night $15,000.00
- Lincoln Day Dinner $15,000.00
- County Convention $5,000.00

(Note: Expenses are rough estimates/limits

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# Lincoln Day Dinner

# Mark Cluff

## Finance Officer

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## Current Members of the Elephant Society

- Don Olsen
- Joey Smith
- Cole Kelley
- Bennett Cookson
- Kirby Glad
- Jennifer Chamberlain
- Thomas Sakievich
- Melissa Holiday
- Corey Astill
- John Standage
- Stan Jensen
- Corey Bodily
- Kraig Thorne
- Janese Christensen
- David Shallenberger
- William R. Rawlings
- Cristy Henshaw
- Amelia Powers Gardner
- Ben Summerhalder
- Lisa Shepherd
- Jeffrey Hartley
- Jill Hansen
- Mac Sims
- Keri Guinn
- Alicia Johnson
- Mark Cluff

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Keri Guinn
UCRP Education Officer

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## VOTING PRECINCT CAUCUS

*PRESIDENTIAL PREFERENCE POLL*

March 5, 2024

Check-in begins at 6:00 pm

Meeting begins at 7:00 pm

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## Disclaimer

- The information presented here today is subject to change.
- When more information is received from the state, I will update this slide show which will be available for training use and download on the ucrp.org website.
- We are told we will be using an electronic system which will allow pre-registration among many other features, but we don't have the specifics yet.
- Please look for details on the follow-up training in February on the calendar on the ucrp.org website.
- All information presented here today is not intended to deceive, frustrate or confuse anyone. ☺

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## Overview

- What is Caucus?
  - Why do we use the Caucus Convention System?
  - What are the goals for Caucus?
  - What are the objectives of Caucus?
  - What is the Presidential Preference Poll?
- 4-6 Weeks Before Caucus
- 1-2 Weeks Before Caucus
- Day Before Caucus
- Caucus Night
  - Setting up
  - Check-in
  - After check-in
  - Agenda
  - Nominations
  - Elections
  - Adjournment
  - After the meeting
- Extras

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## What is a Neighborhood Caucus?

Definition: A caucus is a meeting or grouping of supporters or members of a specific political party or movement.

All registered Republican voters in Utah are invited to attend their neighborhood caucus. At the caucus we elect representatives called delegates who will spend many hours studying and interviewing candidates for public office, then vote to determine which of them will represent the party in the primary or general election. Delegates also vote on the party platform, determine the rules the party operates under, and elect local party leadership.

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## The Caucus System

- Involves ordinary citizens in the political process
- Allows for proper vetting of candidates by our elected neighborhood caucus delegates
- Provides a way for those with less money and prestige to get into office based on principles
- Holds representatives accountable to the people

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## Why use the Caucus Convention System?

The caucus convention system protects our elections from being dominated by the wealthy and famous. It focuses more on the qualifications and ideas of the candidates and less on their name recognition or their spending ability. It forces the candidates to have to answer hard questions and to explain themselves and what their principles and values are.

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## GOALS for Caucus Night:

- Exciting (not boring)
- Efficient
- Engaging
- Educational
- We want precincts to become more active and the voters to want to become more aware and involved!

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## What are the Objectives of Caucus?

- To be FAIR, EFFECTIVE, EFFICIENT (Robert's Rules of Order)
- To educate voters in the precinct about the importance of the Caucus Convention System
- To educate voters in the precinct about the Republican Party Platform and the principles we believe in as a party – the values that unite us
- To elect representatives who reflect the values of the voters in the precinct who understand the duties and responsibilities of the Precinct Officer or Delegate position and promise to their friends and neighbors that they will fulfil those duties and commitments

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## What is the Presidential Preference Poll?

- The Utah Republican Party opted to hold caucus - and the Presidential Preference Poll - on Super Tuesday so that Utahns would play a nationally pivotal role in shaping the narrative of the 2024 election year and in determining the Republican Presidential Nominee. Throughout this process, Chairman Rob Axson and the Utah GOP invited—and worked collaboratively with—the Utah Democrat Party to select the same date for their caucus, which the Democrats agreed to do. This underscores the shared belief by both parties in the importance of the caucus system to Utah's future.
- Presidential candidates are notably more present under a caucus system—many having already spent time here in Utah. Presidential Preference Polls generally lead to more meaningful and frequent engagement from candidates compared to primaries filled with standardized ad buys. The Utah Republican Party is and will continue to work hard with the county parties to ensure a seamless and well-run caucus process in 2024. Caucus night will provide an opportunity for purposeful involvement from all walks of life, giving voters a chance to interact with each other and deepen their understanding of their important role in shaping the future of our nation.

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## 4-6 Weeks before Caucus Night

- Verify your location with HD
- Recruit Volunteers
  - Distribute flyers (4-6)
  - Check-in and New Voter Registration (6-12)
  - Hand out Ballots & Ballot Collection (2-8)
  - Election Judges & Ballot Counters who do not desire to run for a position during caucus (groups of 3 – Reader, Writer, Watcher)
  - Usher for door(s) (1-2)
  - Timekeeper (1)
  - Prayer & Pledge
  - *Signup.com/Sign-up genius*
- Distribute a "**save the date**" flyer
- Visit your location
  - Verify room/decide set-up
  - Number of chairs
  - Number of tables
  - Sound system
  - White board
  - American flag
  - Projector & screen or tv
  - Test WIFI in several locations (ask for password)
  - Locate bathrooms, drinking fountains & exits
- Attend trainings (these will be posted on the calendar on ucrp.org – check frequently)
- Host your own meeting(s) to plan your caucus and train all volunteers *(this is critical to the success of your caucus)*

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## 1-2 Weeks Before Caucus Night

- Advertise Caucus Night
  - Put up at least 3 yard signs
  - Post on social media
  - Distribute a second flyer explaining caucus and the duties of precinct officers and delegates, remind them to check their voter registration and make sure its updated, what to bring
- Review the caucus packet & know the caucus rules
- Visit your location if you haven't already
- Make sure all volunteers are trained
- Encourage precinct members to
- Gather Your Materials
  - Caucus packet, wristbands & signs from HD
  - Nametags (optional)
  - Ballots & Ballot Boxes (Gallon sized reclosable bags work)
  - Sharpies
  - Tally Sheets/Instructions
  - Pens & Pencils
  - Laptops
  - Voter Registration Forms
  - Precinct Maps
  - American Flag (if needed)
  - Extra tables, extension cords
  - Copies of handouts, sign-up sheets, attendance rolls

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## Day Before Caucus

- Print out pre-registration forms (if applicable)
- Print out and prepare email/out of state military and religious ballots (if applicable)
- Print out any handouts/instructions/ballots/forms/charts (it is a good idea to print each type of handout on a different colored paper)
- Make/print signage (coordinate with House District)
  - Precinct name
  - Arrows
  - QR codes
- Finish gathering materials
- Remind your volunteers time, location, what you need them to bring

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## Caucus Night – Room set-up 5:00 p.m.

- Put up direction signs and posters w/blue painters tape (work with HD)
- Set up check-in tables, chairs and equipment
- Designate area and set up tables for ballot counting
  - Tally sheets & instructions
  - Pens
  - Paper
  - Sticky note pad
- Set up projector/tv for playing UCRP platform video
- Designate table/area for sign-up sheets, handouts and caucus attendance roll
- Set up speech area
  - with mic and speaker (if needed)
  - white board w/dry erase markers
  - ballots and ballot boxes (or clear gallon-sized reclosable bags)
- Post or write convention dates – there is no sense in running for a delegate position if you cannot attend the convention
- Make sure your volunteers are there by **5:30 p.m.**!

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## Check-in Tables

- Supplies:
  - Pens
  - Clipboards
  - Sharpies (if doing name tags)
  - Computers (as needed)
  - Registered voter lists
  - Registration forms & basket or box for completed forms
- Four types of voter lines:
  - Pre-registered (if applicable)
  - Absentee ballots, military & religious ballots
  - Voters who are on the list/in the database
  - Voters who are not on the list/in the database
    - New voter
    - Moved into precinct
    - Affiliating as Republican from "unaffiliated"

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## Check-in begins at 6:00 p.m.

- Pre-registered
  - Photo ID
- Voters who are on the list/in the database
  - Photo ID
- Voters who are not on the list/in the database
  - Address on Photo ID is not accurate, moved into precinct and have not updated their voter registration, or affiliating as Republican will need proof of address
    - Recent utility bill or Recent County Property Tax Notice
    - Photo ID
    - Fill out voter registration form
  - Voters who have "Withheld" status (only an address will show on list/database)
    - Look up voter registration on vote.utah.gov
    - Photo ID

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## Check-in begins at 6:00 p.m.

- Absentee ballots, military and religious ballots
  - Turn over to election judges
- Verify **name** (photo ID) and **address** (resides within precinct), **age** (18 or older by the date of the General Election, Tuesday, Nov 5, 2024), **Republican Party** affiliation
- "Unaffiliated" may fill out registration form and affiliate
- Members of ***other parties*** deadline to affiliate to Republican Party was the day after filing deadline – Jan 9 *(per 2023 bill HB 365)*

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## After Check-in

- Attach a wristband (provided by county) as an official voting credential - voters MUST be wearing a wristband in order to cast a ballot
- Issue a nametag (if desired)
- Hand them a copy of the Party Platform
- Direct them to the table with sign-up sheets, caucus attendee rolls, information, etc.
- Idea: you may want to have the UCRP platform video *(big thank you to Scott & Wendy Hart)* playing during the check-in hour until the meeting begins at 7:00 pm. This video is available for download on ucrp.org.

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## Agenda (per state party bylaws) Meeting begins 7:00 p.m.

- Welcome/Introductions
- Prayer & Pledge - Assign before meetings starts
- Read State Party Welcome Letter (if applicable)
- Reading of the State or County Platform (or show video)
- Review of Rules, Procedures, Duties of Precinct and Delegate Positions
- Nominations and Elections for:
  - Precinct Chair
  - Precinct Vice Chair
  - Precinct Secretary /Treasurer
  - State Delegates (and alternates)
  - County Delegates (and alternates)
- Other Business as directed by State and/or County Parties
  - Presidential Preference Poll
- Select Election Judges
- Adjournment of the Meeting

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## Nominations

- Ask for a final credential count from the check-in table volunteers. Ballot counters will record the number (make sure each round of balloting never exceeds the number credentialed)
- **Read the duties of the office/position** before opening nominations – make sure to stress that it requires a significant time commitment
- Self-nominations may be made on a sign-up sheet prior to the meeting and are then automatically nominated
- Write on the board the names of those who signed the self-nomination sheet, then open nominations from the floor
- Candidates may self-nominate or be nominated by someone else
- Nominations are to remain open until no additional nominations are offered
- All candidates must be willing to accept the nomination and agree to the duties and time commitment of the position
- Keep a visible list (on whiteboard) of all current candidates

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## Speeches

- Candidates get 30 seconds to address the caucus, unless a majority of the caucus wants to give them more time.
- The caucus may also choose to ask them for information such as:
  - Support for the party platform – what principles and values are important to them?
  - Why are they running?
  - Positions on issues of interest
  - Employment – past and present
  - Personal views
  - Are they committed to putting in the time and work to do the role properly?
  - Will they attend all the meetings and conventions that are expected of them?
  - Has a specific candidate asked them to be a delegate for them?
- Questions such as "who would you vote for?" or "will you vote for so-and-so in the convention?" are not appropriate. Delegates must vet the candidates, and give all of them a fair chance before deciding how to vote

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## Elections

- The precinct may decide the threshold for winning an election (with the exception of alternate delegates who must win by a majority)
  - Majority (an integer greater than half)
  - Plurality (winner of the most votes, even if it's not a majority)

  ***Note: majority threshold guarantees that more than half of the precinct support a candidate to represent them. This eliminates outliers that do not truly represent the precinct.*
- The precinct may also choose the method of voting:
  - Multiple round voting
  - Preference voting

  **Note: the precinct may make these decisions once for the whole evening, or before each election. For this reason, the caucus host needs to be prepared for both multiple round and preference voting*
- Voting will be by secret ballot in contested races
- Election results can be declared by *acclamation* if only one nominee is submitted for any given position, or the number of candidates is less than or equal to the number of seats

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## Elections

- The precinct may also choose to bundle or unbundle the precinct officer/delegate positions. Here is how they come automatically, but the precinct can vote to change them (by majority vote).
  - Precinct Chair is also a State Delegate and a County Delegate
  - Precinct Vice-Chair is also a County Delegate

  However, your precinct can vote to *unbundle* the delegate positions from the precinct chair and/or vice-chair, or *bundle* a state delegate position with the vice-chair, or combine the state and county delegates. The secretary and treasurer position may also be combined and/or bundled with a delegate position.

  **Note: County Officers, House District Officers and Committee Members are already County Delegates*

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## Elections

- After the candidate speeches and questions, you will then declare balloting open (usher will stand at the door during balloting)
- Voters must show their wristband, one ballot collector will mark the wristband while the other ballot collector will hold the ballot box/gallon bag and accept the ballot
- After everyone has had a chance to vote, you will close balloting
- Ballots will be turned over to ballot counters, including absentee ballots & military and religious ballots
  - Ties are determined by a coin toss
  - Each candidate may provide a poll watcher if they choose

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## Elections

- While you wait for ballots to be counted, you may take nominations and hear speeches for the next race (verify caucus attendee rolls are being filled out and passed to everyone)
- Make sure winners know the dates and times for the county and state conventions (these dates should be posted in the room before check-in)
- Be sure to elect alternates for state and county delegates. They must win by a majority vote and in ranked order (UCRP Bylaw 6). The state delegates may be elected to serve as alternates for county delegate, and the county delegates may be elected to serve as alternates for state delegate

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## Presidential Preference Poll

- At this point in the agenda the Presidential Preference Poll will most likely take place
- Voters with a credential will cast their ballot
- Votes will then be counted by ballot counters and results announced

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## Adjournment of Meeting

- Make sure you have county election judge volunteers – they do not need to be voted on
- Thank everyone for coming and participating
- Adjourn the meeting
- Newly elected Precinct Officers and Delegates – don't leave yet!
  - Collect personal data – please verify text and email before they leave
  - Make sure all delegates sign the Delegate Agreement
  - Distribute handouts describing their duties, and upcoming events they need to attend
  - Invite them to regularly check their email and attend training, and meet the candidates events

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## After the Meeting

- Collect all your paperwork, ballots, extra wristbands, etc.
- **Take pictures of everything** before submitting it at the end of the night – the originals will not be returned to you
- Fold up chairs and tables, put away, straighten up the room – leave it nicer than you found it

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## Deliver These to Your House District Officers

- Presidential Preference Poll ballots & tally sheets
- Precinct Officer/Delegates ballots & tally sheets
- Unused wristbands
- Donation envelope – make sure the money is counted, with a witness, the envelope is sealed, and signed across the seal by both the counter and the witness, and precinct information is written on the envelope
- Precinct Officer/Delegate information form filled out – FILL IN YOUR PRECINCT NUMBER, be sure you have PHONE NUMBER AND EMAIL for all elected officers and delegates
- Delegate Agreements
- Caucus Check-in sheets (**all** sheets with signatures)
- Caucus Attendee roll
- Completed Voter Registration Forms
- Election Judge sign-up form
- **Don't throw anything away! Turn everything in to your HD!**

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Please get as many ***email addresses*** and ***phone numbers*** as possible from your attendees! This will help the party keep them current on pertinent issues. The more data we can gather about our members, the more we can communicate as a party and become stronger.

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## Extras

- Ideas for going above and beyond with your caucus:
  - Create a handout with your precinct's elected officials and their contact info
  - US Constitution trivia
  - Utah Government trivia
  - Hand out copies of the Bill of Rights
  - Hand out pocket Constitutions
  - Make a patriotic playlist and play from a Bluetooth speaker between 6-7 as people wait for the meeting to start
  - Comic relief
  - Have patriotic or informative videos playing, or create a slideshow with information, trivia, etc. that loops from 6-7
  - NAMETAGS (these can be purchased off Amazon pkg 390 for $5.99)

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## Social Media/Communication

- Create a Facebook Page for your Precinct
  - Name it UCRP EM410 House50 (UCRP, precinct, house district)
  - Change the cover photo to the precinct map boundary
  - Make House District chair an Admin
  - Add everyone that shows up to Caucus night
  - Share relevant information and create engagement
    - > UCRP posts
    - > Events
    - > Election information
    - > Candidate information

BB

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FOR MORE INFORMATION AND DOWNLOADABLES GO TO ucrp.org

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Precinct Locator from precinctportal.org

*Huge thank you to Mac Sims!*

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Upcoming Events:

February 3, 2024: Caucus Training, Saturday 10:00 a.m.
February 10, 2024: Caucus Training, Saturday 10:00 a.m.
February 17, 2024: Caucus Training, Saturday 10:00 a.m.
March 9, 2024: New Delegate Training, Saturday 9:00 a.m.
Meet the Candidates Events TBD – Check ucrp.org regularly
April 20, 2024: County Nominating Convention, Mountain View High School, Saturday 9:00 a.m.
April 27, 2024: State Nominating Convention, Salt Palace Convention Center, Saturday 9:00 a.m.

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STAY INFORMED:

UTAH COUNTY REPUBLICAN PARTY

@UTAHCOUNTYGOP

UTAH COUNTY REPUBLICAN PARTY

@UTAHCOUNTYGOP

CRISTY HENSHAW, CHAIR
CHARLES WOOD, VICE CHAIR
KIRBY GLAD, SECRETARY
MARK HAILSTONE, TREASURER

OFFICERS
TECHNOLOGY: **MIKE CARPENTER**
SOCIAL MEDIA/PR: **BROOKS BENSON**
FUNDRAISING/FINANCE: **MARK CLUFF**
EDUCATION: **KERI GUINN**
VOLUNTEERS: **ALICIA JOHNSON**

NEW WEBSITE!

UCRP.ORG

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## CAUCUS PROVIDES A TREMENDOUS OPPORTUNITY!

Let's take advantage of the great opportunity we have with caucus night. The Presidential Preference caucus is usually a very heavily attended caucus which gives our party the opportunity to make it a productive, enjoyable, educational night and leave a good impression on those who may not be as active in the party. Let's make them want to be a part of what we're doing!

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## Keri Guinn

UCRP Education Officer

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