

**2024 LIBERTARIAN NATIONAL CONVENTION
WASHINGTON, DC**

REGION FORMATION MANUAL



PREPARED BY *Caryn Ann Harlos*
LNC SECRETARY

NOTICE

The Notification of Delegate Allocations was sent separately from the Region Formation Manual rather than being combined with this document in order to avoid some confusion that had arisen in the past. Additionally, a Delegation Chair Manual and a Delegate Manual will be sent as the convention approaches. I am willing to customize these manuals to fit the needs of any particular affiliate's rules; please contact me to discuss same. These manuals will be passed down to successive national secretaries to be built upon and improved as part of our institutional knowledge.

No part of this document is to be considered personal work product and may be used freely provided that the allocation numbers are not changed.

This is the second version of this manual. Notifications of any errors or discrepancies will be gratefully received.

Honoured to be serving as your national Secretary from 2018-2024.

IMPORTANT NOTE: This Manual is intended to be read in conjunction with all other convention manuals and will only refer to, not repeat, detailed information given in them. Also, while every attempt was made to accurately and completely represent the Party Bylaws, the Bylaws speak for themselves, and in the event of a conflict or error herein, the Bylaws prevail.

Caryn Ann Harlos

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NATIONAL PARTY GOVERNANCE

The Libertarian National Committee (LNC) is composed of four (4) officers, five (5) at-large representatives, and up to ten (10) regional representatives and alternates all elected for two-year terms from national convention to national convention. This manual is focused on the formation of affiliate regions and the election of their respective representatives and alternates.

PERTINENT NATIONAL BYLAWS

ARTICLE 7: NATIONAL COMMITTEE

2. *The National Committee shall be composed of the following members:*
 - a. *the officers of the Party;*
 - b. *five members elected at large by the delegates at a Regular Convention; and*
 - c. *any additional members as specified below:*

Any affiliate party with 10% or more of the total national party sustaining membership within affiliate parties (as determined for delegate allocation) shall be entitled to one National Committee representative and one alternate for each 10% of national sustaining membership. Affiliate parties may, by mutual consent, band together to form "representative regions," and each such "region" with an aggregate national party sustaining membership of 10% or more shall be entitled to one National Committee representative and one alternate for each 10% of national party sustaining membership. "Representative regions" may be formed or dissolved once every two years during a period beginning 90 days before the beginning of and ending on the second day of the National Convention, and notice of new formations or dissolutions must be given in writing to the national Secretary prior to the close of the Convention at which they take place.

3. *The National Committee shall take office immediately upon the close of the Regular Convention at which they are selected, and serve until the final adjournment of the next Regular Convention.*
4. *A National Committee member shall be a sustaining member of the Party, and shall not be the candidate of any party except the Party or an affiliate.*

6. *A National Committee member who fails to attend two consecutive regular sessions of the National Committee shall be deemed to have vacated his or her seat. The appointing body shall be free to reappoint the member who vacated the seat.*

8. *A National Committee Regional Representative or Alternate may be removed and replaced only by the act of the affiliate parties that constitute the subject region. The voting procedure for the removal and replacement of regional representatives or alternates shall be determined by the regions. In the absence of any such procedures, a majority vote of the state chairs comprising the region shall prevail.*

IMPORTANT DATES TO NOTE

The first business day of the convention is May 24, 2024; thus, the time period for region formation and dissolution has already begun though most states do not consider until after their annual conventions which are now wrapping up, and the final date is the close of business of the convention which is scheduled for May 26, 2024.

NOTE: REGIONS CAN AND DO CHANGE AND DO NOT HAVE TO BE BASED ON GEOGRAPHY.

PERTINENT NATIONAL CONVENTION RULES

RULE 8: ELECTION OF OFFICERS AND NATIONAL COMMITTEE

4. *In the event a region has not otherwise provided for the election of its National Committee representation then the delegates from the region shall elect its regional representative and alternate, provided there are at least five delegates present. Each Region's delegates may elect their representative and alternate in whatever manner they choose, provided all delegates present from that region are given equal voice in the selection.*

NOTE ON REGIONAL ELECTIONS

Most regions choose to elect their representatives at a special regional caucus meeting during the national convention which must take place and regions formed by the end of the second day of the convention with agreements turned in prior to the end of the convention. Meeting space is provided for this purpose, and the Convention Oversight Committee is the point of coordination for the current regional representatives to set up these elections, if applicable. If regions are formed earlier -- i.e., during that ninety (90) period prior to the national convention -- the constituent affiliates can agree to a different method of electing their representatives as long as all delegates are given equal voting rights. The only region that typically opts for that route is Region 4 (current number) comprising only California. California is usually large enough to constitute a region on their own, so traditionally their regional representatives are elected at their annual state convention just prior to the national convention.

Pursuant to Bylaw Article 7.4 above, Regional Representative and Alternates must be Sustaining Members of the national Party. It is the responsibility of each region to verify the eligibility of persons prior to their election.

NOTE ON REGIONAL NUMBERING

There is a theoretical possibility of ten (10) regions with each having exactly ten percent (10%) each of the national membership (the bylaw defining which numbers count towards membership are discussed thoroughly in the Notice of Delegate Allocations previously sent, see Bylaws Article 4.4).

There are no hard and fast rules on the numbering scheme for the regions, *i.e.*, which region is numbered “one,” which region is numbered “two,” and so on. If a majority of states in a prior region remain, they will retain the same region number. Traditionally, the region that contains Alaska is always Region 1, and if Alaska is not in a region, then the region that contains Colorado. In the event of any uncertainty or confusion, the LNC Secretary will set the region numbers.

ROLE OF THE REGIONAL REPRESENTATIVES AND ALTERNATES

While there is no set “job description” in the national Bylaws for the regional representatives, their basic duty is to represent the interests and positions of their constituent affiliates on the LNC. The regional alternates sit in the place of their corresponding regional representatives in their absence. The alternates are entitled to debate openly on the LNC Business List giving their region potentially two (2) voices in important issues on that forum. A diligent regional representative is an asset to their affiliate states acting as a conduit between the national party and themselves and providing a focused contact person for members in that region that have questions or concerns regarding the national party. Although state affiliates can choose not to join a representative region, the positives of doing so greatly outnumber any potential negatives (including the fact that regions can only be joined or left every two (2) years). I strongly urge all states to join a region and to elect dedicated and talented representatives. I served my first term on the LNC as the regional representative for Region 1 and advocated for their interests like a tiger (so much that I still feel quite protective of them). Oftentimes, these relationships form tight bonds that last far beyond the current term. It is, however, the right of any affiliate to choose to forgo joining a region, and there are usually one or two states that are unrepresented each term either by choice or failure to timely join a region.

The regions can set their own rules and expectations for their representatives as long as these items are codified in a written regional agreement signed by the state chairs (or their authorized representatives) of each of the constituent affiliates. **From hard-learned lessons, it is highly encouraged that a detailed regional agreement outlining the expectations of the representative and providing for drama-free removal if those expectations are not met be prepared.**

***IMPORTANT NOTE:** If a region is entitled to more than one Representative and Alternate due to having more than 20% of the Party’s total sustaining membership, the agreement or election needs to establish a ranking of the alternates for the LNC Secretary to be able to determine who is able to substitute in the absence of the primary representative. Alternatively, a region can assign a particular alternate to a specific representative.

WHAT IS THE PURPOSE OF FLUID, RATHER THAN SET REGIONS?

There may be higher priority concerns other than mere geography, such as ideological affinity. It is difficult for a representative to effectively work for a region that is very divided on key issues.

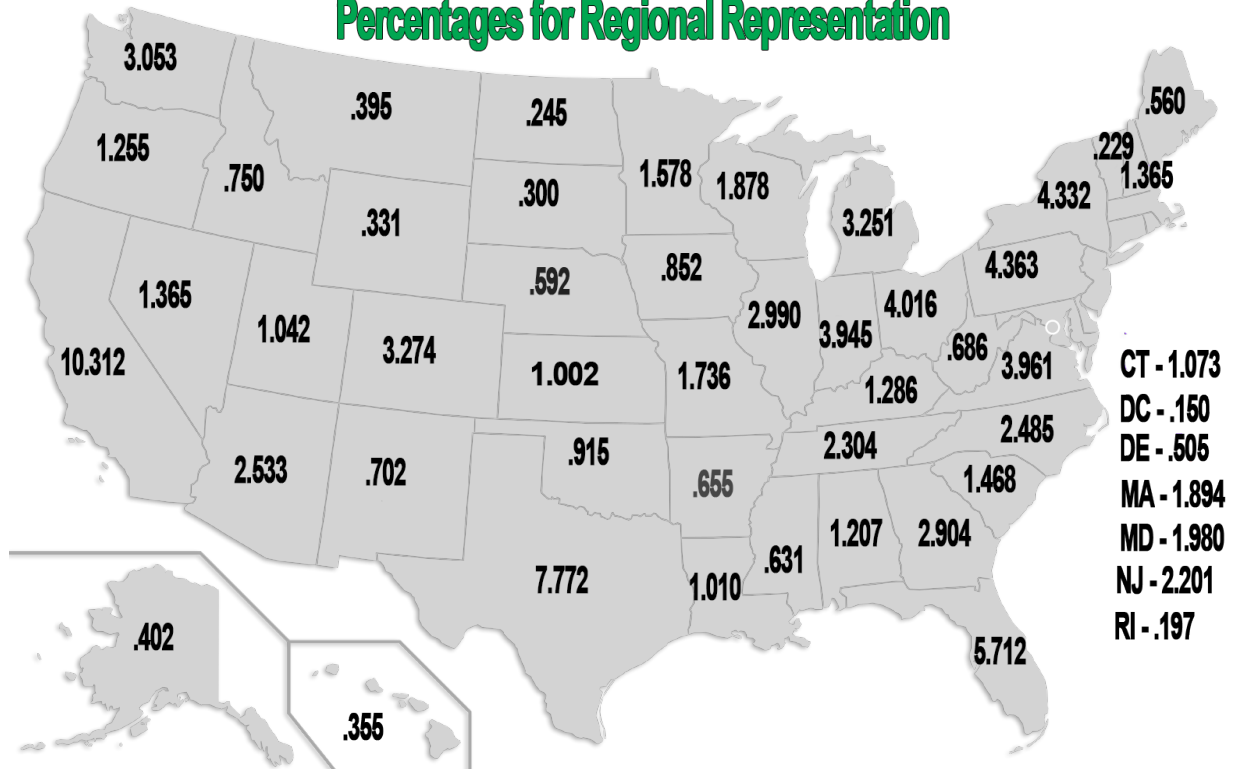
OFFICIAL PERCENTAGES OF NATIONAL MEMBERS FOR REGIONAL FORMATION

The following table lists the percentages each state possesses out of the entirety of the national membership. The worksheet used in determining these percentages here: https://docs.google.com/spreadsheets/d/1TNs2XNNCHv1BvFJx380_LArIGy65B8aR/edit#gid=1297762339

State	Members as of 10/31/23	% of National Membership	Current Regional Membership
AL	153	1.207%	REGION TWO
AK	51	.402%	REGION ZERO
AR	83	.655%	REGION SEVEN
AZ	321	2.533%	REGION ONE
CA	1307	10.312%	REGION FOUR
CO	415	3.274%	REGION ONE
CT	136	1.073%	REGION EIGHT
DC	19	.150%	REGION FIVE
DE	64	.505%	REGION FIVE
FL	724	5.712%	REGION TWO
GA	368	2.904%	REGION TWO
HI	45	.355%	REGION ZERO
IA	108	.852%	REGION SIX
ID	95	.750%	REGION ZERO
IL	379	2.990%	REGION SIX
IN	500	3.945%	REGION THREE
KS	127	1.002%	REGION ONE
KY	163	1.286%	REGION THREE
LA	128	1.010%	REGION SEVEN
MA	240	1.894%	REGION EIGHT
MD	251	1.980%	REGION FIVE
ME	71	.560%	REGION EIGHT
MI	412	3.251%	REGION THREE

State	Members as of 10/31/23	% of National Membership	Current Regional Membership
MN	200	1.578%	REGION SIX
MO	220	1.736%	REGION SEVEN
MS	80	.631%	REGION TWO
MT	50	.395%	REGION ZERO
NC	315	2.485%	REGION FIVE
ND	31	.245%	REGION SIX
NE	75	.592%	REGION ONE
NH	173	1.365%	REGION EIGHT
NJ	279	2.202%	REGION EIGHT
NM	89	.702%	REGION ZERO
NY	549	4.332%	REGION EIGHT
NV	173	1.365%	REGION ONE
OH	509	4.016%	REGION THREE
OK	116	.915%	REGION SEVEN
OR	159	1.255%	REGION ONE
PA	553	4.363%	REGION FIVE
RI	25	.197%	REGION EIGHT
SC	186	1.468%	REGION SIX
SD	38	.300%	REGION SIX
TN	292	2.304%	REGION TWO
TX	985	7.772%	REGION SEVEN
UT	132	1.042%	REGION SIX
VA	502	3.961%	REGION FIVE
VT	29	.229%	REGION EIGHT
WA	387	3.053%	REGION ONE
WI	238	1.878%	REGION SIX
WV	87	.686%	REGION FIVE
WY	42	.331%	REGION ZERO

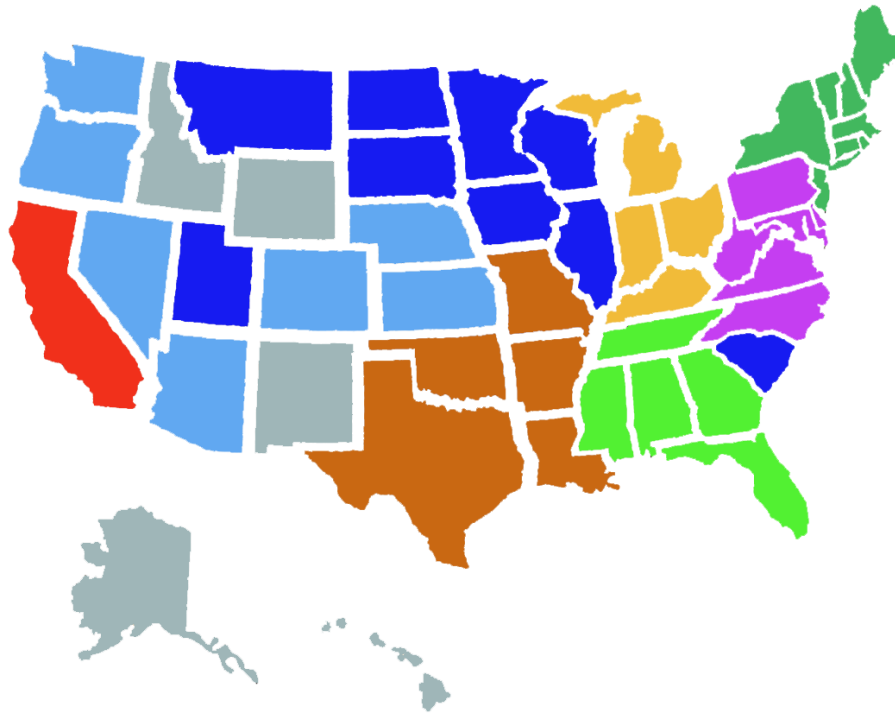
Percentages for Regional Representation



IMPORTANT NOTE ON PERCENTAGES

Note that the percentages listed do not match the percentages if calculated from the entire sustaining membership listed in the Delegate Allocation Manual. This difference is due to the exclusion of the 73 members listed as “other” who are not domiciled in any affiliate state and thus should not be counted for or against percentages used for regional representation. When those 73 members are added back in, the total figure of 12,747 BSM members is reached for the calculation of delegate allocations while 12,674 is used for regional formation.

COMPOSITION OF REGIONS FOR 2022-2024 LNC TERM



REGION ONE	Arizona, Colorado, Kansas, Nebraska, Nevada, Oregon, Washington
REGION TWO	Alabama, Florida, Georgia, Mississippi, Tennessee
REGION THREE	Indiana, Kentucky, Michigan, Ohio
REGION FOUR	California
REGION FIVE	Delaware, District of Columbia, Maryland, North Carolina, Pennsylvania, Virginia, West Virginia
REGION SIX	Illinois, Iowa, Minnesota, Montana, North Dakota, South Carolina, South Dakota, Utah, Wisconsin
REGION SEVEN	Arkansas, Louisiana, Missouri, Oklahoma, Texas
REGION EIGHT	Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, Vermont
REGION ZERO¹	Alaska, Hawaii, Idaho, New Mexico, Wyoming

¹ States that have not opted to join a region are informally referred to as belonging to “Region 0.” The national Party Vice-Chair acts as their representative should the need arise.

CURRENT REGIONAL CONTACTS

REGION #	REGIONAL REPRESENTATIVE	REGIONAL ALTERNATE
ONE	Adam Haman adam.haman@lp.org	Richard Burke richard.burke@lp.org
TWO	Dave Benner dave.benner@lp.org	Martin Cowen martin.cowen@lp.org
THREE	Dustin Nanna dustin.nanna@lp.org	Greg Hertzsch greg.hertzsch@lp.org
FOUR	Meredith Hayes meredith.hayes@lp.org	Gary Alvstad gary.alvstad@lp.org
FIVE	Otto Dassing otto.dassing@lp.org	Will Hyman will.hyman@lp.org
SIX	Mark Tuniewicz mark.tuniewicz@lp.org	Bill Redpath bill.redpath@lp.org
SEVEN	Beth Vest beth.vest@lp.org	Paul Darr paul.darr@lp.org
EIGHT	Pat Ford pat.ford@lp.org	Robley Hall robley.hall@lp.org
“ZERO”	Andrew Watkins vicechair@lp.org	N/A

Any questions about this manual or these processes can be directed to me, Caryn Ann Harlos, secretary@lp.org, 561.523.2250.

CURRENT REGIONS WITH PERCENTAGES

Although the current regions were formed with past percentages (and thus may no longer comprise 10% of national memberships), the current percentages are provided here to assist members and affiliates in their decision-making process for the 2024-2026 regional formations.

REGION ONE	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1657	13.074%
Arizona	321	2.533%		
Colorado	415	3.274%		
Kansas	127	1.002%		
Nebraska	75	.592%		
Nevada	173	1.365%		
Oregon	159	1.255%		
Washington	387	3.053%		

REGION TWO	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1617	12.758%
Alabama	153	1.207%		
Florida	724	5.712%		
Georgia	368	2.904%		
Mississippi	80	.631%		
Tennessee	292	2.304%		

REGION THREE	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1584	12.498%
Indiana	500	3.945%		
Kentucky	163	1.286%		
Michigan	412	3.251%		
Ohio	509	4.016%		

REGION FOUR	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1307	10.312%
California	1307	10.312%		

REGION FIVE	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1791	14.131%
Delaware	64	.505%		
District of Col.	19	.150%		
Maryland	251	1.980%		
North Carolina	315	2.485%		
Pennsylvania	553	4.363%		
Virginia	502	3.961%		
West Virginia	87	.686%		

REGION SIX	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1362	10.746%
Illinois	379	2.990%		
Iowa	108	.852%		
Minnesota	200	1.578%		
Montana	50	.395%		
North Dakota	31	.245%		
South Carolina	186	1.468%		
South Dakota	38	.300%		
Utah	132	1.042%		
Wisconsin	238	1.878%		

REGION SEVEN	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1532	12.088%
Arkansas	83	.655%		
Louisiana	128	1.010%		
Missouri	220	1.736%		
Oklahoma	116	.915%		
Texas	985	7.772%		

REGION EIGHT	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1502	11.851%
Connecticut	136	1.073%		
Maine	71	.560%		
Massachusetts	240	1.894%		
New Hampshire	173	1.365%		
New Jersey	279	2.201%		
New York	549	4.332%		
Rhode Island	25	.197%		
Vermont	29	.229%		

REGION ZERO	BSM #	% of National Members	Total Regional Members	Regional Percentage
			322	2.54%
Alaska	51	.402%		
Hawaii	45	.355%		
Idaho	95	.750%		
New Mexico	89	.702%		
Wyoming	42	.331%		

A regional formation worksheet for download (with instructions) for anyone who wants to play around with the percentages is available here:

https://docs.google.com/spreadsheets/d/1SNVG9fn-xOHp0f1EbsAsxeRmEqHOo0iN/edit?usp=sharing&oid=104636191705631799215&rtf_of=true&sd=true

To use the worksheet, download it, and then go to the third tab and fill in region numbers in Column D. Give it a moment and the total national sustaining membership percentages for that region will update in Column G. **Do not change any figures in the first tab as everything else is based upon those final numbers.**

DELEGATE ALLOCATIONS FOR REFERENCE

State	2024 Delegate Allocation	SUSTAINING MEMBERSHIP			PRESIDENTIAL VOTE		
		Members as of 10/31/23	Region Allocation % of Members	Delegates Based on Members	2020 Presidential Vote Totals ²	% of 2020 Vote	Delegates Based on 2020 Vote
AL	13	153	1.207%	9	25,176	1.350%	4
AK	5	51	.402%	3	8,897	0.477%	2
AR	8	83	.655%	5	13,133	0.704%	3
AZ	26	321	2.533%	18	51,465	2.759%	8
CA	103	1307	10.312%	74	187,895	10.071%	29
CO	33	415	3.274%	24	52,460	2.812%	9
CT	12	136	1.073%	8	20,230	1.085%	4
DC	3	19	.150%	2	2,036	0.110%	1
DE	5	64	.505%	4	5,000	0.268%	1
FL	52	724	5.712%	41	70,324	3.770%	11
GA	31	368	2.904%	21	62,229	3.336%	10
HI	4	45	.355%	3	5,539	0.297%	1
IA	11	108	.852%	7	19,637	1.053%	4
ID	9	95	.750%	6	16,404	0.880%	3
IL	33	379	2.990%	22	66,544	3.567%	11
IN	39	500	3.945%	29	59,232	3.175%	10
KS	13	127	1.002%	8	30,574	1.639%	5
KY	15	163	1.286%	10	26,234	1.407%	5
LA	12	128	1.010%	8	21,645	1.161%	4
MA	22	240	1.894%	14	47,013	2.520%	8
MD	21	251	1.980%	15	33,488	1.795%	6
ME	7	71	.560%	4	14,152	0.759%	3
MI	34	412	3.251%	24	60,381	3.237%	10
MN	18	200	1.578%	12	34,976	1.875%	6
MO	20	220	1.736%	13	41,205	2.209%	7
MS	7	80	.631%	5	8,026	0.431%	2
MT	6	50	.395%	3	15,252	0.818%	3
NC	26	315	2.485%	18	48,678	2.610%	8
ND	4	31	.245%	2	9,393	0.504%	2
NE	9	75	.592%	5	20,283	1.088%	4
NH	13	173	1.365%	10	13,236	0.710%	3
NJ	21	279	2.201%	16	31,677	1.698%	5
NM	7	89	.702%	5	12,585	0.675%	2
NY	41	549	4.332%	31	60,234	3.229%	10
NV	13	173	1.365%	10	14,783	0.793%	3
OH	40	509	4.016%	29	67,569	3.622%	11
OK	11	116	.915%	7	24,731	1.326%	4
OR	16	159	1.255%	9	41,582	2.229%	7
PA	44	553	4.363%	31	79,380	4.255%	13
RI	3	25	.197%	2	5,053	0.271%	1

² Source for presidential vote totals:

<https://drive.google.com/file/d/1WhLPFU2qZm3pkViEV-cfn8HgrdpR7inq/view?usp=sharing>

State	2024 Delegate Allocation	SUSTAINING MEMBERSHIP			PRESIDENTIAL VOTE		
		Members as of 10/31/23	Region Allocation % of Members	Delegates Based on Members	2020 Presidential Vote Totals ²	% of 2020 Vote	Delegates Based on 2020 Vote
SC	16	186	1.468%	11	27,916	1.497%	5
SD	5	38	.300%	3	11,095	0.595%	2
TN	22	292	2.304%	17	29,877	1.602%	5
TX	76	985	7.772%	56	126,243	6.767%	20
UT	14	132	1.042%	8	38,447	2.061%	6
VA	39	502	3.961%	29	64,761	3.472%	10
VT	3	29	.229%	2	3,608	0.194%	1
WA	35	387	3.053%	22	80,500	4.315%	13
WI	20	238	1.878%	14	38,491	2.064%	6
WV	7	87	.686%	5	10,687	0.573%	2
WY	4	42	.331%	3	5,768	0.310%	1
OTHER ³	-----	73	-----	-----	-----	-----	-----
TOTAL	1051	12747	100%	737	1,865,724	100%	314

³ The sustaining members in the “other” (designated by “XX” in the official membership reports generated by staff) category are not tied to any particular affiliate.

SAMPLE REGIONAL AGREEMENT

This is a boilerplate agreement form prepared by the national party. Regions are free to use this form as is, modify to suit their needs, or create one customized for their purposes.

You can view regional agreements from the 2022-2024 term here:

[https://lpedia.org/wiki/Libertarian_National_Committee_\(2022-2024\)#Documents](https://lpedia.org/wiki/Libertarian_National_Committee_(2022-2024)#Documents)

If the region decides not to use any signed agreement, the attached **Region Formation Notice** is the minimum form that must be filed with the LNC Secretary prior to the close of the convention. **I cannot urge each region strongly enough to customize a thorough agreement that serves each state and its partners in a region.**

**clean copies of these standard forms can be obtained by emailing me at secretary@lp.org*

BOILERPLATE AGREEMENT

Libertarian Party Region Formation Agreement

The state affiliates of the Libertarian Party listed below hereby form a representative region for the purpose of electing the number of members and alternates of the Libertarian National Committee that are allocated by the Libertarian Party bylaws to the region based on the number of national party sustaining members associated with the region.

To facilitate the gathering of signatures, signatures may appear on separate versions of this agreement. All versions together shall constitute the agreement.

A regional caucus shall be held at each regular national convention. Each registered National Convention delegate of states party to this agreement who are present at the caucus shall have one vote. If there is more than one nominee for any office, voting shall be by ballot.

This agreement shall become effective upon filing with the Secretary of the national Libertarian Party a number of versions of this agreement signed by states with enough national party sustaining members to form a representative region. After this agreement has come into effect and before nominations have been opened at the regional caucus, a state affiliate may join or withdraw from this agreement with the written consent of a majority of the other state affiliates party to this agreement if the bylaws of the national Libertarian party so permit. Once nominations have opened, a state affiliate may join or withdraw from this agreement with the written consent of all other state affiliates party to this agreement if the bylaws of the national Libertarian party so permit.

The term of office for a regional representative or alternate shall commence at the close of the convention at which a representative region may be formed and shall end at the close of the next convention at which a representative region may be formed.

Once the elections have been completed, a person elected as a regional representative member or alternate of the LNC may be removed from office by:

- 1) a vote of the region's registered national convention delegates at a regional caucus, or
- 2) the signature of state chairs who are both a) a majority of the state chairs in the region and b) chair states which had a majority of the national party sustaining members in the region as determined for the formation of this region.

A vacancy may be filled by:

- 1) a vote of the region's registered national convention delegates at a regional caucus, or
- 2) a majority of the state chairs in the region without regard to the number of sustaining members in each state.

The Libertarian Party of the state of _____ agrees, in accordance with the terms above to enter into a representative region with the Libertarian Parties of the states of _____,
_____, _____, _____,
_____, _____, _____,
_____, _____,
_____, _____, _____, and _____.

I attest that I am authorized by my state party bylaws to enter into this agreement and contractually bind my state party thereby.

Name: _____ Office: _____

Signature: _____ Date: _____

REGION FORMATION NOTICE



**LIBERTARIAN PARTY
NATIONAL CONVENTION
WASHINGTON, DC - 2024**

For Office Use Only

Region Formation

IN ACCORDANCE WITH THE LIBERTARIAN PARTY NATIONAL BYLAWS, THE DELEGATION CHAIRS OF THE FOLLOWING AFFILIATES CONVEY TO THE SECRETARY THEIR INTENTION TO FORM A REPRESENTATIVE REGION.

Signatures below:

Printed Name and State:

In addition, the delegates from this region select the following as their Regional Representative(s) and Alternate(s):

Regions must be formed by the second day of the convention (May 25, 2024). This notice of a new formation is due to the LNC Secretary by the close of the convention.