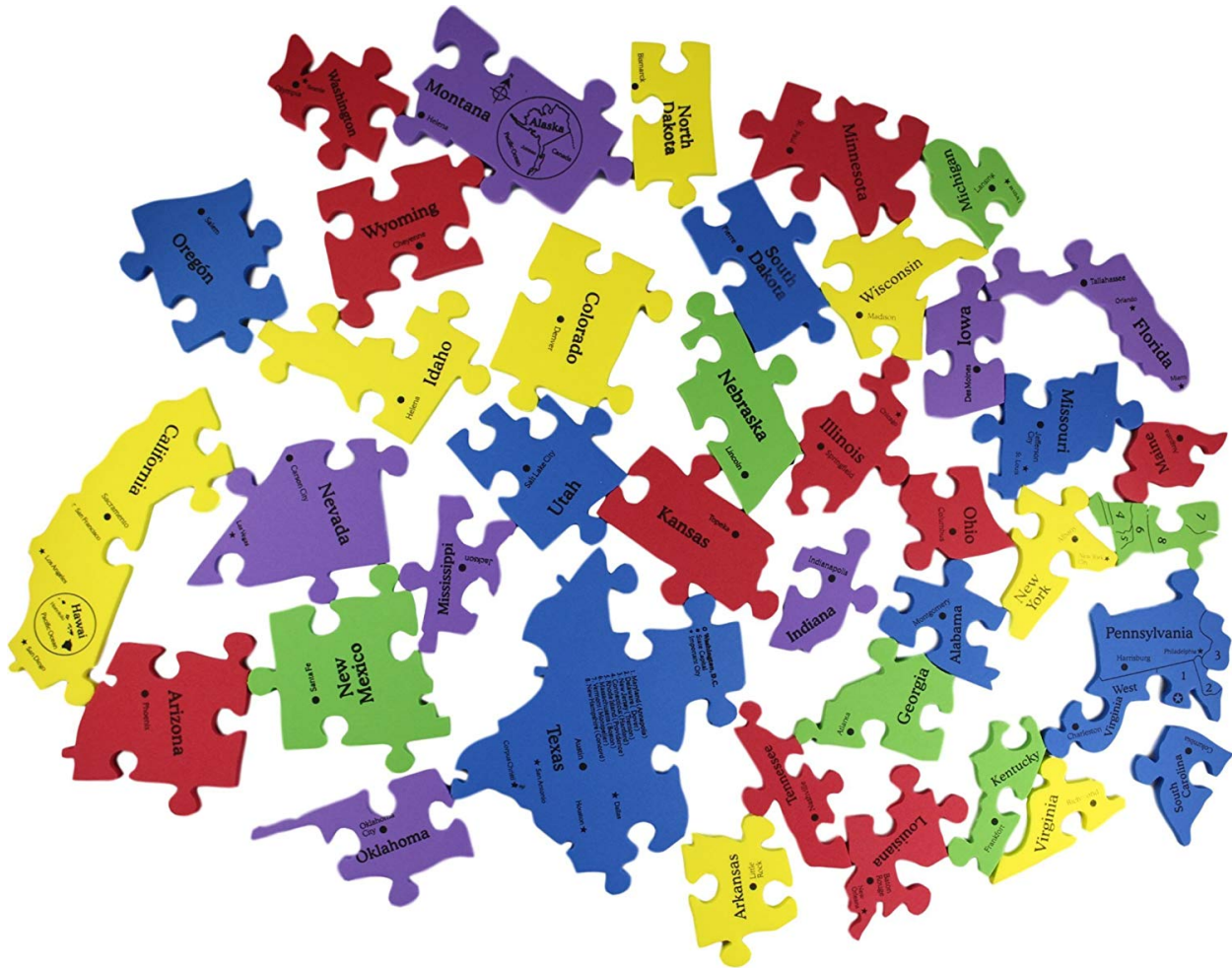


2020 LIBERTARIAN NATIONAL CONVENTION ~ AUSTIN, TEXAS

REGION FORMATION MANUAL



PREPARED BY **CARYN ANN HARLOS**
SECRETARY, LIBERTARIAN NATIONAL COMMITTEE

NOTICE

The Notification of Delegate Allocations was sent separately 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 official tabulations are not changed.

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

Honoured to be serving as your national Secretary for the 2018-2020 LNC term,

Caryn Ann Harlos

561.523.2250
secretary@lp.org



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 day of the convention is May 22, 2020; thus, the first day for region formation and dissolution is February 22, 2020, and the final date is the close of business of the convention on May 23, 2020.

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. 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 opted for that route this term was Region 4 comprising California and Nevada. California is 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.

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. In the event of any uncertainty or confusion, the LNC or 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.

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.

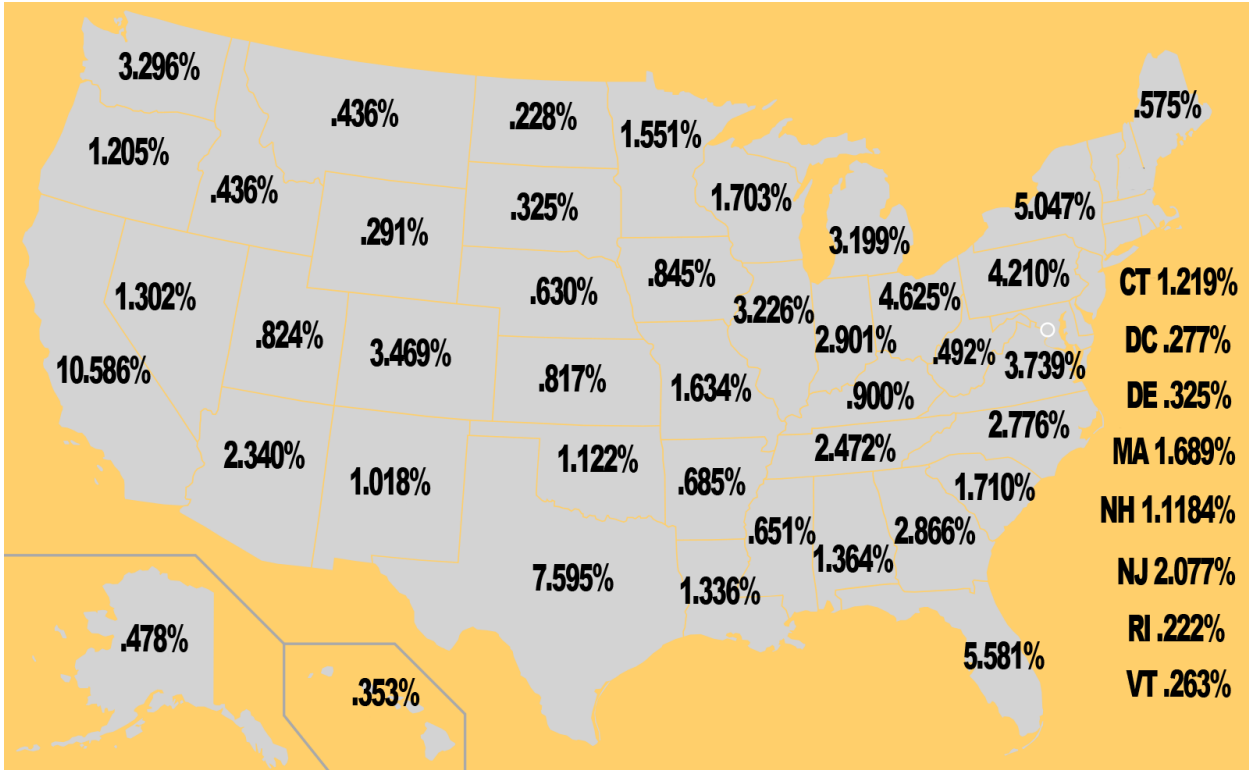
OFFICIAL PERCENTAGES OF NATIONAL MEMBERS FOR REGIONAL FORMATION

The following table lists the percentages each state possesses out of the entirety of the national membership. You can view my worksheet used to calculate these percentages here:

https://docs.google.com/spreadsheets/d/1_QxghEm_qJ4mQdrMecFDCrY08jVd9WloYnbbQyN-wW4/edit#gid=0

State	Members as of 10/31/19	% of National Membership	Current Regional Membership
AL	197	1.364	REGION SEVEN
AK	69	.478	REGION ONE
AR	99	.685	REGION SEVEN
AZ	338	2.340	REGION ONE
CA	1529	10.586	REGION FOUR
CO	501	3.469	REGION ONE
CT	176	1.219	REGION EIGHT
DC	40	.277	REGION FIVE
DE	47	.325	REGION FIVE
FL	806	5.581	REGION TWO
GA	414	2.866	REGION TWO
HI	51	.353	REGION ONE
IA	122	.845	REGION SIX
ID	63	.436	REGION ZERO
IL	466	3.226	REGION SIX
IN	419	2.901	REGION THREE
KS	118	.817	REGION ONE
KY	130	.900	REGION THREE
LA	193	1.336	REGION SEVEN
MA	244	1.689	REGION EIGHT
MD	275	1.904	REGION FIVE
ME	83	.575	REGION EIGHT
MI	462	3.199	REGION THREE
MN	224	1.551	REGION SIX
MO	236	1.634	REGION SIX
MS	94	.651	REGION ZERO
MT	63	.436	REGION ONE
NC	401	2.776	REGION FIVE
ND	33	.228	REGION SIX
NE	91	.630	REGION SIX
NH	171	1.184	REGION EIGHT
NJ	300	2.077	REGION EIGHT
NM	147	1.018	REGION ONE
NY	729	5.047	REGION EIGHT
NV	188	1.302	REGION FOUR
OH	668	4.625	REGION THREE
OK	162	1.122	REGION SEVEN

State	Members as of 10/31/19	% of National Membership	Current Regional Membership
OR	174	1.205	REGION ONE
PA	608	4.210	REGION FIVE
RI	32	.222	REGION EIGHT
SC	247	1.710	REGION FIVE
SD	47	.325	REGION SIX
TN	357	2.472	REGION TWO
TX	1097	7.595	REGION SEVEN
UT	119	.824	REGION ONE
VA	540	3.739	REGION FIVE
VT	38	.263	REGION EIGHT
WA	476	3.296	REGION ONE
WI	246	1.703	REGION SIX
WV	71	.492	REGION FIVE
WY	42	.291	REGION ONE

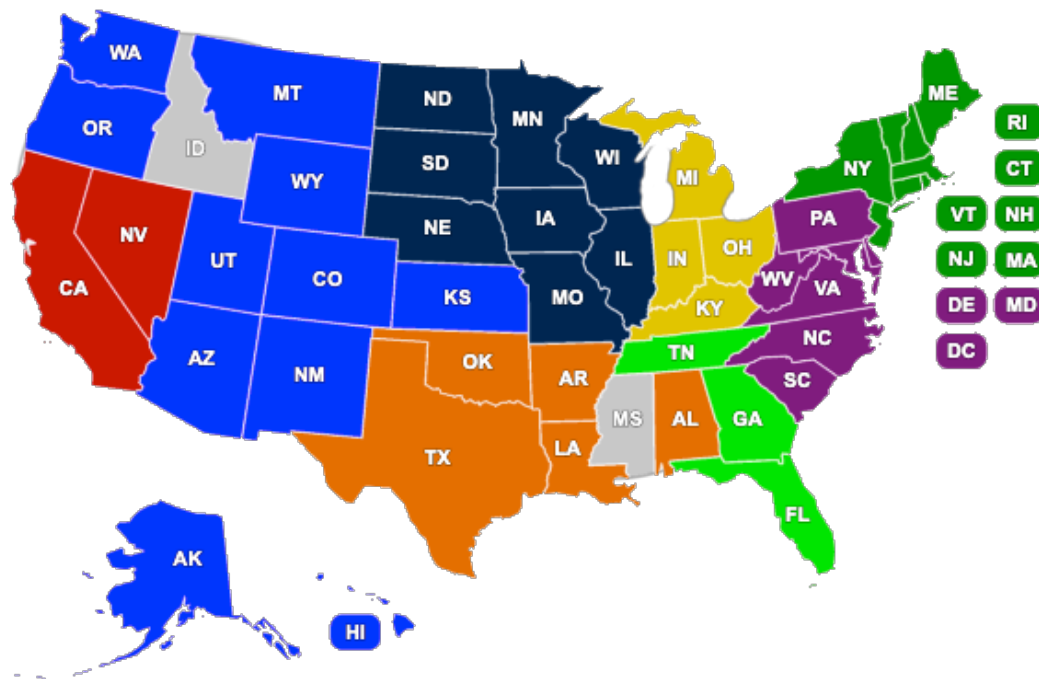


IMPORTANT NOTE ON PERCENTAGES

You may note that the percentages listed in the Delegate Allocation Manual are different from those presented here. This difference is due to the exclusion of the seventy-one (71) 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 seventy-one (71) members are added back in, the total figure of 14,514 BSM members is reached for the calculation of delegate allocations while 14,443 is used for regional formation.

COMPOSITION OF REGIONS FOR 2018-2020 LNC TERM



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

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

CURRENT REGIONAL CONTACTS

REGION #	REGIONAL REPRESENTATIVE	REGIONAL ALTERNATE
ONE	Richard T. Longstreth richard.longstreth@lp.org	Vacant
TWO	Steven Nekhaila steven.nekhaila@lp.org	Paige Sexton victoria.paige.sexton@lp.org
THREE	Elizabeth Van Horn elizabeth.vanhorn@lp.org	Dustin Nanna dustin.nanna@lp.org
FOUR	Jeffrey Hewitt jeffrey.hewitt@lp.org	K. Brent Olsen brent.olsen@lp.org
FIVE	Jim Lark jim.lark@lp.org	Susan Hogarth susan.hogarth@lp.org
SIX	John Phillips john.phillips@lp.org	Phillip Anderson phillip.anderson@lp.org
SEVEN	Whitney Bilyeu whitney.bilyeu@lp.org	Erin Adams erin.adams@lp.org
EIGHT	Justin O'Donnell justin.odonnell@lp.org	Pat Ford pat.ford@lp.org
"ZERO"	Alex Merced vicechair@lp.org	N/A

Any questions about this manual or these processes can be directed to LNC Secretary 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 2020-2022 regional formations.

REGION ONE	BSM #	% of National Members	Total Regional Members	Regional Percentage
			2,098.00	14.53%
Alaska	69	0.478		
Arizona	338	2.340		
Colorado	501	3.469		
Hawaii	51	0.353		
Kansas	118	0.817		
Montana	63	0.436		
New Mexico	147	1.018		
Oregon	174	1.205		
Utah	119	0.824		
Washington	476	3.296		
Wyoming	42	0.291		

REGION TWO	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1,577.00	10.92%
Florida	806	5.581		
Georgia	414	2.866		
Tennessee	357	2.472		

REGION THREE	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1,679.00	11.63%
Indiana	419	2.901		
Kentucky	130	0.900		
Michigan	462	3.199		
Ohio	668	4.625		

REGION FOUR	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1,707.00	11.89%
California	1529	10.586		
Nevada	188	1.302		

REGION FIVE	BSM #	% of National Members	Total Regional Members	Regional Percentage
			2,229.00	15.43%
Delaware	47	0.325		
District of Col.	40	0.277		
Maryland	275	1.904		
North Carolina	401	2.776		
Pennsylvania	608	4.210		
South Carolina	247	1.710		
Virginia	540	3.739		
West Virginia	71	0.492		

REGION SIX	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1,465.00	10.14%
Illinois	466	3.226		
Iowa	122	0.845		
Minnesota	224	1.551		
Missouri	236	1.634		
Nebraska	91	0.630		
North Dakota	33	0.228		
South Dakota	47	0.325		
Wisconsin	246	1.703		

REGION SEVEN	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1,748.00	12.10%
Alabama	197	1.364		
Arkansas	99	0.685		
Louisiana	193	1.336		
Oklahoma	162	1.122		
Texas	1097	7.595		

REGION EIGHT	BSM #	% of National Members	Total Regional Members	Regional Percentage
			1,773.00	12.28%
Connecticut	176	1.219		
Maine	83	0.575		
Massachusetts	244	1.689		
New Hampshire	171	1.184		
New Jersey	300	2.077		
New York	729	5.047		
Rhode Island	32	0.222		
Vermont	38	0.263		

REGION ZERO	BSM #	% of National Members	Total Regional Members	Regional Percentage
			157.00	1.09%
Idaho	63	0.436		
Mississippi	94	0.651		

I have created a regional formation worksheet for download (with instructions) for anyone who wants to play around with the percentages here:

<https://tinyurl.com/regionworksheet>

DELEGATE ALLOCATIONS FOR REFERENCE

State	2020 Delegate Allocation	SUSTAINING MEMBERSHIP			PRESIDENTIAL VOTE		
		Members as of 10/31/19	Delegate Allocation % of Members	Delegates Based on Members	Johnson 2016 Vote ²	% of 2016 Vote	Delegates Based on 2016 Vote
AL	13	197	1.357%	10	44,467	0.991%	3
AK	6	69	0.475%	4	18,725	0.418%	2
AR	7	99	0.682%	5	29,829	0.665%	2
AZ	24	338	2.329%	17	106,327	2.369%	7
CA	107	1529	10.535%	76	478,500	10.659%	31
CO	35	501	3.452%	25	144,121	3.211%	10
CT	13	176	1.213%	9	48,676	1.085%	4
DC	3	40	0.276%	2	4,906	0.110%	1
DE	4	47	0.324%	3	14,757	0.329%	1
FL	54	806	5.553%	40	207,043	4.613%	14
GA	29	414	2.852%	21	125,306	2.792%	8
HI	5	51	0.351%	3	15,954	0.356%	2
IA	11	122	0.841%	7	59,186	1.319%	4
ID	6	63	0.434%	4	28,331	0.632%	2
IL	37	466	3.211%	23	209,596	4.669%	14
IN	30	419	2.887%	21	133,993	2.985%	9
KS	10	118	0.813%	6	55,406	1.235%	4
KY	11	130	0.896%	7	53,752	1.198%	4
LA	13	193	1.330%	10	37,978	0.846%	3
MA	22	244	1.681%	13	138,018	3.075%	9
MD	20	275	1.895%	14	79,605	1.774%	6
ME	8	83	0.572%	5	38,105	0.849%	3
MI	34	462	3.183%	23	172,136	3.835%	11
MN	20	224	1.543%	12	112,972	2.517%	8
MO	19	236	1.626%	12	97,359	2.169%	7
MS	6	94	0.648%	5	14,435	0.322%	1
MT	6	63	0.434%	4	28,037	0.625%	2
NC	29	401	2.763%	20	130,126	2.899%	9
ND	4	33	0.227%	2	21,434	0.478%	2
NE	8	91	0.627%	5	38,946	0.868%	3
NH	11	171	1.178%	9	30,777	0.686%	2
NJ	20	300	2.067%	15	72,477	1.615%	5
NM	13	147	1.013%	8	74,541	1.661%	5
NY	48	729	5.023%	36	176,598	3.934%	12
NV	13	188	1.295%	10	37,384	0.833%	3
OH	45	668	4.602%	33	174,498	3.888%	12
OK	14	162	1.116%	8	83,481	1.860%	6
OR	15	174	1.199%	9	94,231	2.100%	6
PA	40	608	4.189%	30	146,715	3.269%	10
RI	3	32	0.220%	2	14,746	0.329%	1

² Source for presidential vote totals:

<https://transition.fcc.gov/pubrec/fe2016/2016presgeresults.pdf>

State	2020 Delegate Allocation	SUSTAINING MEMBERSHIP			PRESIDENTIAL VOTE		
		Members as of 10/31/19	Delegate Allocation % of Members	Delegates Based on Members	Johnson 2016 Vote ²	% of 2016 Vote	Delegates Based on 2016 Vote
SC	17	247	1.702%	13	49,204	1.097%	4
SD	5	47	0.324%	3	20,850	0.465%	2
TN	23	357	2.460%	18	70,397	1.569%	5
TX	73	1097	7.558%	54	283,492	6.315%	19
UT	9	119	0.820%	6	39,608	0.883%	3
VA	35	540	3.721%	27	118,274	2.635%	8
VT	3	38	0.262%	2	10,078	0.225%	1
WA	35	476	3.280%	24	160,879	3.584%	11
WI	20	246	1.695%	13	106,674	2.377%	7
WV	6	71	0.489%	4	23,004	0.513%	2
WY	4	42	0.289%	3	13,287	0.296%	1
OTHER ³	-----	71	-----	-----	-----	-----	-----
TOTAL	1046	14514	100%	735	4,489,221	100%	311

³ The sustaining members in the "other" category are not tied to any particular affiliate.

SAMPLE REGIONAL AGREEMENTS

SAMPLE FORM A: This is a boilerplate agreement form prepared by the national party. Regions are free to use this form as is or to modify to suit their needs.

SAMPLE FORM B: This is a customized agreement form used by Region 1 during this term.

Please note that regions are free to use these forms, one of their own creation, or none at all. If there is a signed agreement, copies of the agreement signed by each constituent state chair must be filed with the LNC Secretary prior to the close of the convention. 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.

2018 REGIONAL AGREEMENT FOR REGION ONE

The state affiliates of the Libertarian Party listed below, through their state chairs, 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 national 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 who are signatory to this agreement who are present at the caucus shall have one vote. Voting shall be by ballot using approval voting, and None of the Above (“NOTA”) will always be an option in at least the first round and until eliminated. A candidate must receive at least a majority to be elected. If no candidate receives a majority after three ballots containing the same candidates, or if NOTA receives the first majority, the position in question will remain vacant until next convention. The current LNC representatives (or in the absence of such representatives, the regional state chairs) will be responsible for organizing the regional caucus and balloting and will make an effort to provide reasonable notice to the affected delegates.

This agreement shall become effective upon filing with the Secretary of the national Libertarian Party a number of versions of this agreement signed by state chairs with enough national party sustaining members to form a representative region. After this agreement has come into effect and before the final vote has been called on the election of the regional representatives at the regional caucus, a state affiliate may join or withdraw from this agreement with the consent of a majority of the other signatory state affiliates.

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, any person elected as a regional representative member or alternate of the LNC may be removed from office by:

- 1) a majority written vote of the region's registered national convention delegates who were present and qualified to vote at the initial election, or
- 2) a majority vote of the state chairs in the region.

A vacancy may be filled by:

- 1) a majority written vote of the region's registered national convention delegates who were present and qualified to vote at the initial election, or
- 2) a majority vote of the state chairs in the region.

2018 REGIONAL AGREEMENT FOR REGION ONE

DUTIES AND EXPECTATIONS FOR REGIONAL REPRESENTATIVES

The elected representatives will sign off on this agreement indicating their agreement with these duties and expectations:

- 1) diligently represent and advocate for the interests of the regional states in their votes, debate, and participation in the business of the Libertarian National Committee;
- 2) make a good faith effort to confer with each of the state chairs prior to votes of significant import;
- 3) provide regular updates to regional members (i.e. website, social media groups, electronic newsletter, regional conference calls);
- 4) pass on any regional contact information obtained to the successor representatives;
- 5) provide both a telephone number and email address for members to contact the representatives and be reasonably available to speak with same;
- 6) make a good faith effort to confer with each of the regional chairs prior to the production of a regional report for submission to the Libertarian National Committee;
- 7) timely produce and submit comprehensive reports to the Libertarian National Committee;
- 8) make a good faith effort to attend at least one convention in each of the regional states per term;
- 9) the regional alternate is expected to fully participate in all proceedings, including attendance at LNC meetings, and to assist the Regional Representative as needed, including a regular report of their activities to be included in the regional report(s).

The representatives will not be guaranteed any compensation for travel in relation to their duties though any regional state may voluntarily contribute towards a travel expense fund.

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 **Alaska (0.637%); Arizona (2.199%); Colorado (3.309%); Hawaii (0.384%); Kansas (0.932%); Montana (0.582%); Oregon (1.144%); New Mexico (0.945%); Utah (0.664%); Washington (3.274%); and Wyoming (0.219%)**

TOTAL PERCENTAGE OF QUALIFYING NAT'L MEMBERS- 14.289%

2018 REGIONAL AGREEMENT FOR REGION ONE

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

Name: _____ Office: _____

Signature: _____ Date: _____

ATTESTATION OF REGIONAL REPRESENTATIVES

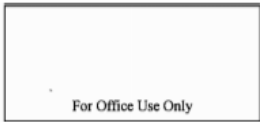
I attest that I will fulfill the duties and obligation outlined in this agreement.

Name: _____, Regional Representative

Signature: _____ Date: _____

Name: _____, Regional Alternate

Signature: _____ Date: _____



NOTICE OF REGION FORMATION

IN ACCORDANCE WITH THE LIBERTARIAN PARTY NATIONAL BYLAWS, THE STATE CHAIRS OF THE FOLLOWING AFFILIATES CONVEY TO THE LNC SECRETARY THEIR INTENTION TO FORM A REPRESENTATIVE REGION.¹

REGION NUMBER²: _____

State Chair/Authorized Representative Signatures:

Printed Name, State, and Percentage of Nat'l Members

_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

**Continue on back if necessary.*

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

¹ Regions must be formed and this Notice submitted to the LNC Secretary by the close of the 2020 convention.
² In the event of numbering conflict, the LNC or the LNC Secretary will determine the region numbers for the region. Only the numbers one (1) through ten (10) can be used. The region containing Alaska is automatically Region 1.