

Ballot and Tally Procedures

Ballot Printing—Ballots will be centrally printed. Ballots will be packaged with count sheets showing the number of ballots provided and sent to the Head Teller for each location in advance of the convention. A duplicate copy of the count sheets will be retained.

Opening the Package of Ballots—The Head Teller will only open the ballot package in the presence of at least two other tellers. If the package is opened prior to the day of the convention or at a location other than the polling location to verify the contents of the package, the Head Teller will reseal the package and the other two tellers present will sign the seal on the package.

Handling of ballots while the polls are open is covered in the Polling Procedures.

Counting the Ballots after the Polls Close—The Head Teller for each polling location has overall responsibility for the tallying of raw votes for each unit voting at that polling location. The weighting of votes and tabulation of weighted votes will be handled centrally. As required in the Rules, candidate observers may observe the entire counting process at the polling locations and at the central tabulation and weighted vote phase.

The Head Teller will appoint two tellers as the Ballot Custodian Team, which will be responsible for physical custody of the ballots at all times except when they are in the custody of a Counting Team as described in the procedures.

The Head Teller will appoint at least one and may appoint more than one Counting Team made up of two tellers to carry out the counting as described in the procedure.

1. Separate ballot containers should be used for each unit, the Ballot Custodian Team will check each container to ensure that ballots from one unit have not been inadvertently placed in a different unit container. (Unit ballots will be identified by color and the printed name of the unit in the upper right-hand corner; in the event there are insufficient colors for each unit at a polling location to be assigned a unique color, the units with the fewest delegates will share colors and will be sorted using the printed unit name)
2. Counting Team receives one unit's ballots, its poll book, and two copies of the Unit Tally Sheet from Ballot Custodian Team (two copies of the Unit Tally Sheet should be made—one to include in the ballot container and one for the Head Teller).
3. Counting Team completes Ballot Reconciliation
 - a. Count unused ballots, spoiled ballots, and cast ballots to make sure total ballots at the end of the day matches total number of ballots at beginning of day. Explain, in writing, any discrepancies
 - b. From Poll Book Count—Fill in Voters Checked-In and Spoiled Ballots to determine Total Ballots Used.
 - c. Count the Ballots Cast.
 - d. Determine the Difference, if any, between Voters Checked In and Ballots Counted

- e. Explain any difference if possible
4. Counting Team sorts and counts Amendment 1
 - a. Sort into three piles - Yes, No, Not Voted (Blanks, Over Votes, and Unclearly Marked—See examples)
 - b. Each teller counts each pile
 - c. When both tellers agree on the count, they record it on the Unit Tally Sheet
5. Repeat #4 for Amendment 2
6. Repeat #4 for Amendment 3
7. Repeat #4 for Amendment 4
8. Count National Committeewoman
 - a. Sort into three piles - Lyman, Gannon, Not Voted (Blanks, Over Votes, and Unclearly Marked—See examples)
 - b. Each teller counts each pile
 - c. When both tellers agree on the count, they record it on the Unit Tally Sheet.
9. Count Electors
 - a. Sort into two piles - valid votes, invalid votes (Blanks, Over Votes, and Unclearly Marked—See examples; NB: ballots with only one candidate marked should still be counted even though voters may mark up to two candidates)
 - b. Count valid votes pile.
 - c. When both tellers agree on the count, they record the Total Valid Ballots Cast count on the Unit Tally Sheet.
 - d. Sort valid ballots votes for Selph, no vote for Selph
 - e. Each teller counts the votes pile
 - f. When both tellers agree on the count, they record it on the Unit Tally Sheet
 - g. Repeat d-f. for Stonage
 - h. Repeat d-f for Jackson
10. Count State Chairman (Once an invalid choice is made, e.g., same candidate selected for first and second choice, the first choice counts, but the second and third do not—See examples).
 - a. Sort into two piles - valid votes, invalid votes (Blanks, Over Votes, and Unclearly Marked in the First Choice column—See examples)
 - b. Sort valid pile into three piles - based on first choice among Wilson, Anderson, and Schoelwer
 - c. Each teller counts Wilson first choice pile.
 - d. When both tellers agree on the count, they record it on the Unit Tally Sheet.
 - e. For Wilson's first choice pile:
 - i. Sort into second choice piles for Anderson, Schoelwer, and No Second Choice
 - ii. Each teller counts each second choice pile
 - iii. When both tellers agree, record it on the Unit Tally Sheet.
 - f. Repeat c-e for Anderson.
 - g. Repeat c-e for Schoelwer
11. Counting Team signs both copies of Unit Tally Sheet
12. Counting Team returns Unit Tally Sheet, poll book and ballots to Ballot Custodian Team.

13. Ballot Custodian Team enters data--one member enters data into online form, second member reviews data entry and presses submit (if internet-based submission is not available, the Ballot Custodian Team may call the results in by phone).
14. Ballot Custodian Team signs Unit Tally Sheet.
15. Ballot Custodian Team puts ballots, poll book and one copy of the Unit Tally Sheet in large envelope labelled with the unit name (multiple envelopes should be used for units with more ballots than can be conveniently sealed in a single envelope—the envelopes should be numbered and the total number of envelopes listed on each envelope, e.g., 1 of 3, 2 of 3, 3 of 3). Head Teller receives second copy of Unit Tally Sheet.
16. Ballot Custodian Team seals the envelope(s) and signs across the seal.
17. Head Teller takes custody of all sealed ballot envelopes in a single container.
18. After all units are complete, Head Teller seals single container, two tellers sign across the seal.
19. Head Tellers will preserve the ballots until they receive affirmative notice that the period for contests under the Party Plan has passed, or if a contest is filed, that the contest has been finally resolved. (Head Tellers may deliver the ballots to RPV for preservation, in which case RPV staff will sign a receipt taking custody of the container). If ballots are required to resolve the contest, Head Tellers will turn the ballots over to the Secretary of the State Central Committee or her representative.

Weighting Votes and Calculating Results

1. A single spreadsheet will be prepared to calculate weighted votes from the raw counts in each unit and tabulate the results to determine the outcome in each contest, including the ranked choice voting result in the State Chair election.
2. A test tabulation using the spreadsheet will be conducted prior to the day of the convention. Candidate observers may observe the test tabulation.
3. On the day of the convention, results will be entered into the spreadsheet as they are reported from polling locations (either through online form or upon being called in from the polling location). Candidate observers may observe the spreadsheet as it updates with data.
4. When all results have been entered and the results finally tabulated, the Nominations Committee Chair will announce the results and after any required drawing of lots to resolve ties, will declare the winning candidates elected and plan amendments as adopted or not adopted. Results will be posted on the RPV website.
5. An apparently losing candidate may request a recount pursuant to the Convention Rules within 72 hours of the announcement of results.
6. Other than a recount request, any challenge to the results may be made only through the Article X procedures in the Party Plan. In the event a challenge is pending, the ballots will be preserved until the challenge is finally resolved by the State Central Committee.