

## Affiliated Associations



### DESIGNATION OF VOTING REPRESENTATIVE FOR ELECTION OF AFFILIATED ASSOCIATIONS DIRECTOR AND SECRETARY

#### Voting Procedures

In order to vote at the Affiliated Associations Annual Meeting, each association must designate the name of a voting representative on the designation form. A copy of the form must be filed with NALA Headquarters, the current Affiliated Associations Director, Affiliated Associations Secretary, and the Credentials Chair on or before **June 26, 2019**. If an affiliated association cannot be represented by one of its members, it may designate a member of another affiliated association to act as its voting representative at the annual meeting. The voting representative must be a NALA active member. Again, please remember that the Designation of Voting Representative form must be filed on or before **June 26, 2019** in order to ensure your association's vote at the Affiliated Associations Annual Meeting.

Dated: February 1, 2019

Annette R. Brown, ACP  
Affiliated Associations Director  
Rocky Mountain Elk Foundation  
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Missoula, MT 59807-8249  
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Affiliated Associations Secretary  
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315 Tulsa, OK 74133  
918-587-6828  
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## POLICY OF THE BOARD OF DIRECTORS

### NATIONAL ASSOCIATION OF LEGAL ASSISTANTS

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#### **LIMITATIONS STAFF DIRECTIVES**

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Title:                   Affiliated Associations-Voting Representative  
Adopted:               9/30/95; Amended 3/8/97

1.       <sup>1</sup>Fifteen days prior to the annual meeting of representatives of affiliated associations, each affiliated association shall notify the NALA Headquarters of the name of its voting representative on forms furnished by NALA headquarters.
2.       If an affiliated association cannot be represented by one of its own members, it may designate a member of another affiliated association to act as its voting representative at the annual meeting.
3.       Voting representatives must be NALA active members as of the record date provided in NALA's bylaws.

<sup>1</sup> Amended 3/8/97 (was due July 1)

**DESIGNATION OF VOTING REPRESENTATIVE FOR ELECTION OF  
AFFILIATED ASSOCIATIONS DIRECTOR AND SECRETARY**

\_\_\_\_\_, an affiliated  
(Name of affiliate)  
association in good standing of the National Association of Legal Assistants, Inc., hereby designates

\_\_\_\_\_  
(Name, address, city, state, zip)

a member of \_\_\_\_\_  
(Name of affiliate)

or as an alternate designates

\_\_\_\_\_  
(Name, address, city, state, zip)

a member of \_\_\_\_\_  
(Name of affiliate)

as its voting representatives for the 2019 election of the Affiliated Associations Director and Secretary.

Our primary voting representative and alternate have been contacted and have agreed to cast our vote per our instructions.

\_\_\_\_\_  
(Signature of President)

\_\_\_\_\_  
(Association)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

This form must be filed with NALA Headquarters, the Affiliated Associations Director, Affiliated Associations Secretary, and Credentials Chair **NO LATER THAN June 26, 2019**, at the addresses shown below:

Annette R. Brown, ACP  
Affiliated Associations Director  
Rocky Mountain Elk Foundation  
P.O. Box 8249  
Missoula, MT 59807-8249  
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Jaye L. Koch  
NALA Credentials Chair  
Commonwealth's Attorney  
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