



NYAPT

NEW YORK ASSOCIATION FOR PUPIL TRANSPORTATION

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RESOLUTION: 2003-004-M
SUBJECT: Absentee Ballot Process
DATE ADOPTED: December 6, 2003
AMENDED: 3/11/06
REVIEWED: 12/4/2010

NEW YORK ASSOCIATION FOR PUPIL TRANSPORTATION
AMENDED RESOLUTION TEXT:
GUIDELINES AND PROCEDURES: ABSENTEE BALLOTING

As provided in section 6.21 and section 10.12 of the By-laws of the association, the Board of Directors hereby adopts the following procedures for implementation of the absentee ballot process relating to election of officers and amending of the by-laws:

VOTING BY ABSENTEE BALLOT

In order to obtain an absentee ballot, an active NYAPT member must send a written request to the NYAPT headquarters at 266 Hudson Avenue, Albany, N.Y., 12210.

The request must include the member's name, address, and telephone and fax number(s). The written request must be received by mail or facsimile no later than forty-five (45) days prior to the date of the vote. A form for such requests will be posted on the NYAPT website and emailed to all members on a timely basis.

The NYAPT headquarters will mail out official absentee ballots to all eligible voters having requested such ballot at least thirty (30) days prior to the date of the vote.

All completed absentee ballots must be mailed *return receipt requested* and be received at the NYAPT headquarters at 266 Hudson Avenue, Albany, N.Y., 12210, not later than 10 days prior to the date of the vote.

The NYAPT Executive Director shall certify in writing to the Past President and the Chair of the Membership Services Committee as to the number and a list of absentee ballots received as of the applicable date.

No absentee ballots will be opened prior to the date of the vote.

Absentee ballots will be counted and verified by an *ad hoc* Elections Subcommittee of the Member Services Committee. The members of such subcommittee will be identified not later than the June board meeting of the election year. Each candidate shall be entitled to have one representative present for the counting of the absentee ballots.