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MEMORANDUM

ELECTION OF SECOND VICE PRESIDENT

To: County Board Chairpersons, Parish Presidents, Borough Mayors,
County Judges and Elected County Executives
From: Glen Whitley, NACo President
Date: May 4, 2011
Subject: Voting Credentials – 2011 Annual Conference

NACo is preparing for the 76th Annual Conference to be held July 15-19, 2011, in Multnomah County, OR. It is important that your county participates in the association's annual election of officers and policy adoption. **In order to participate, a county must have paid its membership dues and have one paid registrant for the conference, according to NACo bylaws.**

Please read the enclosed information carefully. Indicate on the credentials form the name of the voting delegate and alternate authorized to pick up your county's voting materials. **You must also indicate your county's choice on the form in the event that your delegate does not pick up the county's ballot.** Your choices are:

- allow your **state association president (or designee)** to pick up your ballot
- allow **another county within your state** to pick up your ballot
- allow **no one** to pick up your county's ballot and therefore not have your vote cast

A checklist is enclosed to assist you in filling out the voting credentials form. Additionally, the chief elected official of your county must sign the form. A chief elected official may include the following:

- board chair/president
- mayor
- county judge
- **elected** county executive.

*Please fill out this form in advance and mail or fax **ONLY** the enclosed form by **FRIDAY, JULY 1.***

If you are not planning to attend the conference, you do not have to turn in the credentials form.

Ilene Manster - Fax (202) 393-2630

Credentials Committee
Attn: Ilene Manster
National Association of Counties
25 Massachusetts Ave, NW, Suite 500
Washington, DC 20001

Membership Coordinator, Ilene Manster, can be reached at (202) 942-4291 or imanster@naco.org. We look forward to seeing you in Multnomah County!