



## **MEMORANDUM**

**TO:** Presidents, Secretaries, and Treasurers of Regional Groups

**FROM:** National President Dr. Thomas Zampieri

**SUBJECT:** Election of Regional Group Delegates to the Blinded Veterans Association's 76<sup>th</sup> Virtual National Convention

**DATE:** April 19, 2021

1. The Blinded Veterans Association's 76<sup>th</sup> Virtual National Convention will be held during the week of August 16-20, 2021.
2. Your regional group is entitled to have a delegate present during the virtual convention meetings. If one will be present, then it is your responsibility as the president of the regional group to call a meeting for electing the delegate. The delegate will cast votes for members of your regional group, except for those who are present or voting by proxy.
  - a. The notice of the meeting at which the delegate will be elected and instructed must be sent to all members of the regional group in good standing not less than forty (40) days prior to the Convention. The notice must be in writing, and must advise of the date, time, location, and purpose of the meeting (this means that your meeting notice must be mailed no later than Wednesday, July 7, 2021).
  - b. The meeting notice must be sent not less than ten (10) days before the meeting.
  - c. The meeting notice must state that the delegate to the 76<sup>th</sup> Virtual National Convention will be elected and instructed during the meeting.
  - d. A copy of the meeting notice **MUST** be mailed to BVA National Headquarters (Attn: Administrative Director) at the same time  
(OVER)

the notice is mailed to regional group members.

- e. Credentials certifying to the election of the delegate and instructions to the delegate (if any) shall be in writing, signed by the regional group president and authenticated by the secretary, and in duplicate. One copy shall be mailed to BVA National Headquarters (Attn: Administrative Director) **POSTMARKED NO LATER THAN twenty-one (21) DAYS BEFORE THE VIRTUAL NATIONAL CONVENTION** (this means that your completed credentials form must be postmarked no later than midnight on Monday, July 26, 2021), and one copy is for the regional group files.
3. In accordance with BVA National Bylaws Article XIV – Regional Groups, Section 12, all members of the regional group in good standing may vote in the regional group election to elect the delegate to the Convention. Additionally, all members of the regional group in good standing may participate in the instructions to the delegate to the Convention.
4. When a delegate has been instructed by a regional group, the delegate must vote in accordance with those instructions. If the delegate refuses to vote accordingly, the National Secretary shall vote for that delegate in the name of the regional group issuing those instructions.
5. Enclosed are two (2) copies of the Official Credentials Form for the 76<sup>th</sup> Virtual National Convention for you to complete and sign.
6. Please ensure your regional group elects a member in good standing to serve on the Convention Bylaws Committee. Be sure to write the name of the person elected in the space provided on the Official Credentials Form (page 2).

**Enclosure:** Official BVA Credentials Form (2 copies).

**NOTE:** Proxy Forms will be mailed by request only. Contact the Administrative Director by email at [bjones@bva.org](mailto:bjones@bva.org) or by phone at 202-371-8883.

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