



United University Professions

INSTRUCTIONS TO VOTERS - 2016 NYSLC ELECTIONS

MEMO TO: New York State Lifeguard Corps (NYSLC)

FROM: David H. Kreh and Jeanne L. Galbraith, Co-Chairs Elections and Credentials Committee
Eileen Landy, Secretary

DATE: August 2016

PLEASE READ THESE INSTRUCTIONS CAREFULLY

In accordance with Article X Section 1.f. of the UUP Constitution, the Elections and Credentials Committee is conducting an election for: (1) the Officer Positions of NYSLC President, Vice President, Secretary, Treasurer, Regional Group Executive Officer; (2) NYSLC Representative Assembly Delegates from the designated regions; and (3) Delegates to the NYSUT Representative Assembly, the American Federation of Teachers (AFT) Convention, and other affiliate conventions. By reason of the office, all Officers are also members of the Representative Assembly. Also, by reason of their offices, the President, and the Vice President shall serve as Delegates to the NYSUT Representative Assembly, the American Federation of Teachers (AFT) Convention, and other affiliate conventions.

Enclosed are the following election materials: Ballot, "Ballot" envelope, larger business-reply ("Control") envelope.

Indicate the candidates for whom you wish to vote with an **X**; check mark; or fill in the box completely next to each name. Be certain your choice is clearly indicated to avoid confusion and possible invalidation. Also, be certain you do not vote for more than one individual for each Officer position and one individual from your region for Delegate to the NYSLC Representative Assembly. Write-in candidates are acceptable.

When you have completed your ballot, **REFOLD IT ON THE ORIGINAL FOLDS**, place it in the "Ballot" envelope, and seal the envelope. To preserve the secrecy of your vote, **DO NOT SIGN** either the ballot or the "Ballot" envelope. Place the sealed "Ballot" envelope in the business-reply ("Control") envelope, seal, and mail. No stamp is necessary. Your name and region code are preprinted on the back of the "Control" envelope. Barcodes on the "Control" envelopes are used to check against the list of eligible voters. "Control" envelopes are then totally separated from the "Ballot" envelopes so that the secrecy of your vote is not compromised. Your ballot **MUST** be returned **BY MAIL IN THE DOUBLE ENVELOPE** and it must be **RECEIVED**, not postmarked, no later than 5:00 P.M. in the UUP Administrative Office or the UUP Post Office Box on **WEDNESDAY, AUGUST 24, 2016**. Ballots received after that date will not be counted. UUP is not responsible for any delays by the United States Postal Service (USPS) or any private delivery company. **PLEASE ALLOW SEVEN TO TEN DAYS MAILING TIME.**

Ballots will be opened and counted at the UUP administrative office, 800 Troy-Schenectady Road, Latham, NY, on August, 25, 2016, beginning at 9:00 AM. Members, including candidates, may witness the opening and counting of the ballots. Results will be distributed to the membership by NYSLC.

Barcodes on the ballots are for counting purposes only. Barcodes do not identify voters.

CHECKLIST:

1. Vote for no more than one for each Officer position and one from your region for Delegate to the NYSLC Representative Assembly.
2. Refold the ballot on the original folds and seal the ballot in the smaller envelope marked "Ballot." **DO NOT SIGN THE BALLOT OR THE "BALLOT" ENVELOPE.**
3. Enclose and mail your "Ballot" envelope in the business-reply "Control" envelope.
4. Mail in time to **ARRIVE** by 5:00 P.M., Wednesday, August 24, 2016.

These ballots and envelopes are official material. If you have any questions or problems, call UUP IMMEDIATELY at 518-640-6600 or 1-800-342-4206.

