

Virginia Association of Counties

Connecting County Governments since 1934



President
Mary W. Biggs
Montgomery County

President-Elect
William A. Robertson, Jr.
Prince George County

First Vice President
Sherrin C. Alsop
King and Queen County

Second Vice President
Robert Thomas, Jr.
Stafford County

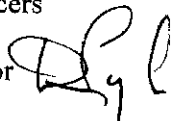
Secretary-Treasurer
Donald L. Hart, Jr.
Accomack County

Immediate Past President
Judy S. Lytle
Surry County

Executive Director
Dean A. Lynch, CAE

General Counsel
Phyllis A. Errico, Esq., CAE

TO: Chairs, County Board of Supervisors
County Chief Administrative Officers

FROM: Dean A. Lynch, Executive Director 

RE: Voting Credentials for the Annual Business Meeting

DATE: September 27, 2017

The 2017 Annual Business Meeting of the Virginia Association of Counties will be held on Tuesday, November 14 at 10:30 a.m. at The Omni Homestead in Bath County.

Article VI of the VACo Bylaws states that each county shall designate a representative of its board of supervisors to cast its vote(s) at the Annual Business Meeting. However, if a member of the board of supervisors cannot be present for this meeting, the Association's Bylaws allow a county to designate a non-elected official from your county or a member of a board of supervisors from another county to cast a proxy vote(s) for your county.

For your county to be certified to vote at the Annual Business Meeting, (1) your annual dues must be paid in full and (2) either a completed Voting Credentials Form or a Proxy Statement must be submitted to VACo by November 1, 2017. Alternatively, this information may be submitted to the Credentials Committee at its meeting on Monday, November 13 at 1:00 p.m. in the Monroe Room or to the conference registration desk before this meeting.

NOMINATING COMMITTEE

The Nominating Committee will meet at 4:00 p.m. in the Mount Vernon Room on Monday, November 13th during VACo's Annual Conference at the Omni Homestead. The committee is charged to nominate a candidate for President, President-Elect, First Vice President, Second Vice President and Secretary-Treasurer to be elected at the Annual Business Meeting. Please send your expressions of interest and nominations to the Committee and to VACo's Executive Director.

REGIONAL DIRECTORS

Pursuant to VACo's Bylaws, "regional directors shall be selected at the Annual Meeting by the member counties located within the region which the director will represent." Regional caucuses will be scheduled during the Annual Meeting to select directors. Incumbent regional directors should chair the caucuses. Reports should be given to VACo's Executive Director by 6:00 p.m. on Monday, November 13th. The attached list shows the regional directors that must be selected.

Attachments
VACo Board of Directors
Nominations Committee
Credentials Committee
Nominations Committee Guidelines
Regional Director Caucuses

1207 E. Main St., Suite 300
Richmond, Va. 23219-3627

Phone: 804.788.6652
Fax: 804.788.0083

Email: mail@vaco.org
Website: www.vaco.org

VACo 2017 Board of Directors

President - Mary Biggs | Montgomery County

President-Elect – Bill Robertson | Prince George County

First Vice President – Sherrin Alsop | King and Queen County

Second Vice President – Bob Thomas | Stafford County

Secretary-Treasurer – Don Hart | Accomack County

Region 1 Director – John M. Seward | Surry County

Region 2 Director – John D. Miller | Middlesex County

Region 3 Director – Wayne T. Hazzard | Hanover County

Region 3 Director – James M. Holland | Chesterfield County

Region 3 Director – Frank J. Thornton | Henrico County

Region 4 Director – Nancy R. Carwile | Charlotte County

Region 5 Director – Ann H. Mallek | Albemarle County

Region 6 Director – Barbara J. Byrd | Clarke County

Region 7 Director – Meg Bohmke | Stafford County

Region 7 Director – Stephanie L. Koren | Louisa County

Region 8 Director – Sharon Bulova | Fairfax County

Region 8 Director – Maureen S. Caddigan | Prince William County

Region 8 Director – John D. Jenkins | Prince William County

Region 8 Director – Jeffrey C. McKay | Fairfax County

Region 8 Director – Linda Q. Smyth | Fairfax County

Region 8 Director – Phyllis J. Randall | Loudoun County

Region 8 Director – Daniel G. Storck | Fairfax County

Region 8 Director – John Vihstadt | Arlington County

Region 9 Director – William B. Kyger, Jr. | Rockingham County

Region 10 Director – Sara E. Carter | Appomattox County

Region 10 Director – Annette Perkins | Montgomery County

Region 11 Director – Bill Thomasson | Bedford County

Region 12 Director – Timothy A. Reeves | Wythe County

Region 13 Director – Larry R. Mosley | Lee County

**Past President – Penelope A. Gross | Fairfax County; Harrison A. Moody | Dinwiddie County
and Catherine M. Hudgins | Fairfax County**

2017 Nominations Committee

REGION	MEMBER	COUNTY	TITLE
1	Judy Lyttle	Surry	Supervisor
2	Prue Davis	Essex	Supervisor
3	Frank Thornton	Henrico	Supervisor
4	Steve Bowen	Nottoway	Supervisor
5	Connie Brennan	Nelson	Supervisor
6	David Cox	Greene	Supervisor
7	Stephanie Koren	Louisa	Supervisor
8	Penny Gross-C	Fairfax	Supervisor
9	Claire Collins	Bath	Supervisor
10	Jessie Barksdale	Pittsylvania	Supervisor
11	John Williamson	Botetourt	Supervisor
12	Dean Pratt	Pulaski	Supervisor
13	Larry Mosley-VC	Lee	Supervisor

VACo Nominating Committee Process

NOMINATING COMMITTEE

- The VACo By-Laws provide that the President appoint a Nominating Committee that shall consist of one member from each VACo Region.
- The By-Laws specify that the Nominating Committee shall nominate a candidate for President-Elect, First Vice President, Second Vice President, and Secretary-Treasurer to be elected at the Annual Business Meeting.
- The Nominating Committee shall receive letters of interest from candidates prior to the November Nominating Committee Meeting with a copy to the VACo Executive Director.
- In November the Nominating Committee will meet at the VACo Annual Conference to develop a slate of recommended candidates.
- The Nominating Committee Chair should briefly describe the duties of each office prior to taking nominations.

OFFICERS

- *President.* The President shall be the chief elected officer of the Association and shall serve as Chairman of both the Board of Directors and the Executive Committee. The President shall make all required appointments to standing and special committees and trustees; provided, however, that reasonable consideration shall be given to achieving broad regional representation on such committees.
- *President Elect.* Upon the death, resignation or incapacitation of the President, the President-Elect shall fill the unexpired term of the President and shall then succeed to an additional full term of office. The President-Elect shall perform such duties as are delegated or assigned by the President or the Board of Directors.
- *Vice Presidents.* There shall be a First Vice President and a Second Vice President, who shall be responsible for such duties as are individually assigned to them by the President.
- *Secretary-Treasurer.* The Secretary-Treasurer shall chair a five-member committee appointed by the President to oversee the financial operations and official records of the Association.

MEETING PROCESS

- The Nominating Committee Chair will announce the candidates for each office.
- Each candidate may have three minutes to speak and they may also have up to three additional VACo members speak on their behalf for no more than three minutes each.
- Upon completion of these comments, members of the Nominating Committee will make motions for candidates for each office.
- A candidate must have a majority votes to be placed on the Nomination Committee's recommended slate.

2017 Credentials Committee

MEMBER	COUNTY	TITLE
John Jenkins-C	Prince William	Supervisor
Judy Lyttle	Surry	Supervisor
Harrison Moody	Dinwiddie	Supervisor
Rudolph Jefferson	Isle of Wight	Supervisor

**VACo 2017 Annual Meeting
Voting Credentials Form**
Form may be returned by mail or fax (804-788-0083)

Voting Delegate:
(Supervisor)

Name _____

Title _____

Locality _____

Alternate Delegate:
(Supervisor)

Name _____

Title _____

Locality _____

Certified by:
(Clerk of the Board)

Name _____

Title _____

Locality _____

**VACo 2017 Annual Meeting
Proxy Statement**

_____ County authorizes the following person to cast its vote at the 2017 Annual Meeting of the Virginia Association of Counties on November 14, 2017.

_____, a non-elected official of this county.

-OR-

_____ a supervisor from _____ County.

This authorization is:

Uninstructed. The proxy may use his/her discretion to cast _____ County's votes on any issue to come before the annual meeting.

Instructed. The proxy is limited in how he/she may cast _____ County's votes. The issues on which he/she may cast those votes and how he/she should vote are:
(List issues and instructions on the back of this form)

Certified by: Name _____

Title _____

Locality _____

83rd VACo Annual Conference

Sunday, November 12

4:30 - 5:30 p.m.

Regional Caucuses to Nominate Representatives on VACo Board of Directors

- Region 2 | *Blue Ridge*
- Region 3 | *Wilson*
- Region 4 | *Appalachian*
- Region 7 | *Stratford*
- Region 8 | *Tower Suite*
- Region 9 | *Mount Vernon*
- Region 10 | *Madison*
- Region 13 | *Piedmont*

Region 2.....John D. (Jack) Miller (Middlesex County)
Region 3.....Wayne T. Hazzard (Hanover County)
Region 3.....James M. Holland (Chesterfield County)
Region 4.....Nancy R. Carwile (Charlotte County)
Region 7.....Meg Bohmke (Stafford County)
Region 8.....John Jenkins (Prince William County)
Region 8.....Maureen Caddigan (Prince William County)
Region 8.....Linda Q. Smyth (Fairfax County)
Region 8.....Jeffrey C. McKay (Fairfax County)
Region 9.....William "Billy" Kyger (Rockingham County)
Region 10.....Annette Perkins (Montgomery County)
Region 10.....Sara Carter (Appomattox County)
Region 13.....Larry Mosley (Lee County)

Past Presidents:

Judy Lyttle

Penelope A. Gross

Harrison A. Moody