# JCBA VOTING PROCEDURES

**Q. Can I attend a JCBA Meeting via teleconference or videoconference?**
**A. Yes.**
Article III Section 5 of the 2015 Revised JCBA Bylaws states: "A member is 'in attendance' at a meeting when said member can communicate in real-time with other members in attendance during the period of time that a matter is under consideration. This expressly includes attendance at a meeting via telephone or videoconferencing. This provision expressly does not permit attendance by e-mailing, texting, tweeting, or instant messaging."

**Q. Can I vote on a motion, or vote for an officer, via e-mail?**
**A. Yes.**
Article VI Section 3 of the 2015 Revised JCBA Constitution states: "A member in good standing may submit a vote on any issue in person, via written ballot, via e-mail, via real-time communication as permitted in the Bylaws, or via an online balloting platform, to the JCBA Recording Secretary during the time a meeting is called to order until the meeting is officially adjourned, and such vote will count towards the issue under consideration to which it pertains. A vote cast via e-mail must, however, come from a member's verified e-mail address as shown on the Association records kept by the JCBA Recording Secretary."

**Q. Can I vote on a motion, or vote for an officer, via regular mail, text, or fax?**
**A. No.**
JCBA's Bylaws and Constitution do not expressly provide for voting via regular mail, text, or fax. Therefore, voting by such means is not permitted.

**Q. Can I vote on a motion, or vote for an officer, via proxy?**
**A. Yes.**
Article III Section 7 of the 2015 Revised JCBA Bylaws states: "Proxy voting is permitted in all instances where voting is permitted, except when voting for amendments to the JCBA Constitution or Bylaws."

A proxy vote, for any permissible purpose, must be tendered to the JCBA Recording Secretary in writing at least 24 hours before the scheduled start time of the meeting at which the vote is to be taken. A proxy submitted less than 24 hours before the scheduled start time of the meeting at which the vote is to be taken is invalid and will not be counted. A member shall not give their proxy indefinitely to any other member. A valid proxy must provide the following four things:

[1] the name of the member giving their proxy ("proxy giver"),
[2] the name of the member authorized to cast the proxy vote ("proxy holder"),
[3] the date of the meeting for which the proxy applies, and
[4] an indication of whether the proxy is a general proxy, or is limited to a particular matter/vote.

**For additional information on the upcoming JCBA Elections, contact:**
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