

**RECOMMENDED GUIDELINES FOR  
A CONSIDERATION OF RECALL VOTE**

The Chairman will be provided with a copy of the most recent eligibility roster to determine the eligible voting members for the Local Council. Information on provisions for proxies should be available for all members to review.

1. The Council Chairman may ask for volunteers to help with the following suggested process.
2. The volunteers will check that all members in attendance, desiring to vote, and those members giving their proxy are in good standing and classified as Active Members (AC, EA, or GP).
3. The volunteers will also check that all aspects of each proxy comply with the items listed on the "Summary of Local Council Proxy Rules" included on page 4.
4. The Chairman reads the agenda item that asks for a motion for the Consideration of Recall of the LEC Representative(s).
5. Once the motion is moved and seconded a discussion follows.
6. Once the discussion is concluded, the Chairman calls for a vote to be taken on the consideration of recall.
7. The volunteer(s) may use the Local Council Tally Sheet to tally the results.
8. The Chairman will announce the results at the meeting and will notify the Vice President-Administration/Secretary of the results of the Motion for Consideration of Recall.
9. If the resolution passes, a recall ballot letter with voting instructions will be mailed during the next available ballot cycle and the membership of the council will vote using the telephone/internet balloting system.
10. The Chairman must forward any attendance roster (or a copy), proxies submitted under Article III, Section 3G, ballots if a paper ballot is conducted, any tally sheets, and any voting certified record. Minutes of the meeting shall also be forwarded with the foregoing documents when completed. These records will be retained by the Vice President-Administration/Secretary for one year.

# **SUGGESTED** **LOCAL COUNCIL TALLY SHEET**

To be used to record all votes received for \_\_\_\_\_ (Airline) \_\_\_\_\_ (Council #) for the  
 CONSIDERATION OF RECALL OF LEC \_\_\_\_\_  
 REPRESENTATIVE: \_\_\_\_\_ (Name of Rep.) at a meeting held on  
 \_\_\_\_\_.

	<b>FOR</b>	<b>AGAINST</b>	<b>VOIDS</b>
<b>IN-PERSON</b>			
<b>PROXY</b>			
<b>TOTAL</b>			

A simple majority of the valid ballots cast  
 will govern on the Motion for Consideration of Recall.

**ALPA Administrative Manual, Section 74, Part 1.S: Local Council Proxy Form**

SOURCE - Executive Council July 1994; AMENDED - Board 1994; Executive Council December 2000

The following generic proxy form is the accepted ALPA generic proxy form for Local Council meetings to assist Local Councils in conducting their business. It is not the intent to limit use to the generic proxy form, but any form that complies with the Constitution and By-Laws is acceptable.

**LOCAL COUNCIL PROXY FORM**

BEING UNABLE TO ATTEND \_\_\_\_\_ LOCAL COUNCIL MEETING ON  
AIRLINE/COUNCIL NUMBER

I DESIGNATE

\_\_\_\_\_  
DATE OF LOCAL COUNCIL MEETING

\_\_\_\_\_  
PRINT MEMBER NAME

AS MY PROXY TO REPRESENT ME AT THE ABOVE LOCAL COUNCIL MEETING, AND NO

OTHER, TO VOTE ON THE SPECIFIC SUBJECTS LISTED ON THE PUBLISHED AGENDA FOR

THIS MEETING, AS FOLLOWS: \_\_\_\_\_

AND NO OTHER QUESTION BEFORE THE COUNCIL, IN MY ABSENCE.

SIGNED: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

ALPA NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_

**CONSTITUTION AND BY-LAWS PROVISIONS ON PROXIES FOR LOCAL COUNCILS**

Constitution and By-Laws Article III, Section 3G, Proxies: "Proxies for a Local Council meeting must be in writing, from an Active member in good standing, and for the specific subjects listed on the published agenda. Stated on the proxy must be the name of the person issuing the proxy, the person to whom issued, and the subjects covered by the proxy. No member shall be able to vote more than three (3) proxies. Proxies may be used in any vote by secret ballot in a Local Council meeting except those votes enumerated in Section 3E of this Article." Article III, Section 3E, Voting: At all meetings of a Local Council, all questions coming before such Council shall be decided by a majority vote of the Local Council members in attendance (including valid proxies except as provided in the following sentence), and each Active Local Council member in good standing shall have one (1) vote. Proxies may not be used for secret ballots required in Article III, Section 2E(3) (Interim Status Representatives); Article III, Section 7A(1) (Nomination of Representatives); Article IV, Section 2B (Strike Votes); Article IX, Section 7B (Assessments), and ALPA's contract ratification procedures.

Interpretation of the Executive Council: The Executive Council, at its December 2000 meeting, interpreted Article III, Section 3G as follows: "Proxy forms under Article III, Section 3G of the Constitution and By-Laws must be completed in their entirety and signed by the member giving the proxy, including the name of the proxy holder, when the form is signed."

## SUMMARY OF ALPA LOCAL COUNCIL PROXY RULES

- A. Form: It is not necessary to use the form from the Administrative Manual; however, a local council proxy must
1. be in writing,
  2. include the name of proxy issuer,
  3. include the name of proxy holder,
  4. list the specific subjects covered by proxy,
  5. be filled out entirely by proxy issuer, and
  6. include the name of proxy holder at the time the form is signed by the issuer.
- B. Subjects: A local council proxy
1. may only be used to vote on “subjects listed on the published agenda,” and
  2. may **not** be used for elections, local council assessments, strike ballots and contract ratification votes.
- C. Number: No member may vote more than three proxies.
- D. A proxy is essentially a power of attorney that authorizes the proxy holder to use his or her discretion to act on the proxy giver’s behalf. Accordingly, the proxy holder is not bound by any direction provided by the proxy giver.