

UNITED STATES POWER SQUADRONS
DISTRICT 9
STANDARD OPERATING PROCEDURE

Title:

CONFERENCE DELEGATES

No. 33

Created: 26 Oct 1991

Revised: 27 Oct 2012

1. Delegates shall be selected by each Squadron on the basis of one delegate for each twenty-five (25) active members in good standing, or major portion thereof, i.e. thirteen (13) or more, with a minimum of two (2) delegates per Squadron.
2. The number of delegates shall be determined from the Squadron total membership on National records as of month-end January (Spring Conference) and month-end August (Fall Conference).
3. The District Secretary shall include with the mailing of the Call to Conference to the Squadron commanders the number of delegates allowed for each Squadron.
4. Each commander must submit a list of the names of the delegates present to the D/Asst. Sec. Before the conference meeting begins, at which time he will be given the appropriate number of voting cards.
5. The commander shall distribute the voting cards to his Squadron's delegates, and shall have the right to designate other members of his Squadron to fill vacancies.
6. Each delegate must complete the information requested on the voting card and return it to the D/Asst. Sec. at the end of the meeting.
7. If the commander is represented by proxy, the designee must present the proxy to the D/Asst. Sec. to obtain the voting cards. If the commander or his designee is not present the D/Asst. Sec. shall recognize the delegates upon their presentation of a current USPS membership card or personal recognizance.