



2020
HCA ABSENTEE VOTING INSTRUCTIONS
for Electing HCA Board of Directors

Mary Ann Spahr, HCA Secretary

All HCA Voting Members in good standing are eligible to cast votes at the Annual Meeting in June. We will be electing three people to serve on the HCA Board of Directors. Candidate information will be published in the May 2020 issue of the Heisey News. As your HCA Secretary, one of my duties is to oversee this election.

You, as a Voting Member, may vote in person at the June Annual Meeting or by Absentee Ballot. The current HCA Voting Members list was published on pages 12 & 13 of the March 2020 issue of the Heisey News. Check your status on the list to be sure we have it correct. *You must be a Voting Member by June 1, 2020 to vote in the June elections.* If you have any questions, please contact the Membership Clerk at the Museum.

You may request an Absentee Ballot any time after the beginning of the calendar year, however the Absentee Ballots will be not be prepared until after nominations are closed. Absentee Ballots will be available after May 1, 2020.

Due to the Covid-19 emergency, we are modifying the usual procedures for Absentee Ballots. Though the Museum is closed to the public until further notice, you may contact the museum and request an Absentee Ballot be mailed to you. You may also mail your request to:

HCA Absentee Ballot
National Heisey Glass Museum
169 W Church St
Newark OH 43055

Along with your written request, be sure to include a self-addressed envelope. If you affix a stamp too it would help to defray expenses. As your request arrives at the Museum, it will be assigned a voting number. When the Absentee Ballots are available, a blank corresponding-numbered Absentee Ballot will be placed in a new envelope, with your name and voting number written on the outside. This new envelope will be put into the self-addressed envelope you provided and mailed back to you.

When you receive your Absentee Ballot, remove it from the envelope, cast your vote, place the Absentee Ballot back into the envelope, and seal it. Put this envelope into a new envelope, addressing it back to the address above. *Note: To be included in the election, your Absentee Ballot must be received by the Membership Clerk by 4:00 pm (EST) on Friday, June 5, 2020.*

After the polls are closed, the absentee votes are combined with votes cast by the voting members present at the Annual Meeting and the ballot tallying begins.

Please note that according to HCA By-Laws, Article VII, Section f, as approved in June 2011:

“If the number of nominees equals the number of Director vacancies, the ballot voting shall be deemed unnecessary when approved by the majority of voting members present.”