

Altonimbus Entertainment Proxy Policy and Form (last updated 2013-08-29)

Policy

A member may delegate his or her vote to a different member, who becomes known as the **proxy**. In such an arrangement, the delegating member is known as the **principal**.

If a member is unable to attend a meeting at which a vote will occur, he or she may wish to authorize another member to cast his or her vote by proxy.

An authorization to vote by proxy applies to any vote of the membership at a meeting of the membership. This includes votes for candidates in elections, bylaws amendments, procedural votes, and any other matter put to the membership.

How an individual casts a proxy vote is between the principal and the proxy. The principal and proxy might reach an agreement on how to vote, or the principal might instruct the proxy to vote however the proxy wishes. No matter the agreement (or lack of agreement), the vote cast by the proxy is final.

A member may only authorize one proxy at a time.

A member may only act as proxy for a maximum of two other members for a particular vote.

A principal may revoke a proxy authorization at will.

How to Authorize a Proxy

You may authorize either **online** or via **this form**. Only one or the other is necessary, not both.

How to Authorize a Proxy Online

Before the meeting, the principal (person not attending the meeting) must visit <https://www.kumoricon.org/staff>, log in, and follow the links and instructions to authorize the other member as a proxy.

The proxy (person attending the meeting) does not need to do anything before the meeting.

How to Authorize a Proxy in Writing

The principal will sign this form, which the proxy must bring to the meeting.

A photocopy of a signed, completed form may be brought to the meeting in lieu of the original.

I hereby appoint the below listed member as my proxy to represent me at the Altonimbus Entertainment Meeting of the Membership to be held the below listed date and to act in my stead, authorizing this person fully to do all things that I could or might do if personally present. I also authorize this person to do every act whatsoever necessary or proper to be done in or upon all matters that may lawfully come before said meeting. Further, I hereby revoke any proxy or proxies previously given by me to any person or persons.

Printed Name of **Proxy** (person attending meeting) _____

Printed Name of **Principal** (person not attending meeting) _____

Signature of **Principal** _____ Date of Signature _____

Date of Meeting (this **must** be filled in and correct—please double-check) _____

Example

Amy will be unable to attend an elections meeting, but her friend Beth will be able to attend. Amy would like Beth to cast her vote by proxy. Before the meeting, Amy uses the online proxy authorization form to authorize Beth. (Beth does not need to do anything extra before the meeting.) At the meeting, Amy's authorization will be on file. Beth will be able to cast her own ballot as well as Amy's. In this example, Amy is the principal, and Beth is the proxy. (If Amy was unable to use the online system, Amy could sign this form instead. Beth will need to bring it to the meeting.)