

## HOUSE OF DELEGATES INFORMATION

March 17, 2022

The 125<sup>th</sup> Annual Congress of the American Optometric Association is scheduled to be held June 16 – 18, 2022, at McCormick Place, Chicago, Illinois, with the first meeting of the House of Delegates called for Thursday, June 16, 2022. The Credentials Desk will open outside the House of Delegates room 30 minutes prior to the start of the House of Delegates each day.

### CREDENTIALS

Credentialing materials to be completed and signed by the affiliated association President and Secretary will be sent under separate cover. Once you receive them, please complete and return the credentialing materials to the AOA St. Louis office no later than May 31, 2022, so that the Secretary-Treasurer and the credentials committee may examine and verify credentials of all delegates and alternates for the purpose of seating delegates.

Each affiliated association shall be entitled to one (1) delegate for each fifty (50) of its members and optometric educator members, except that student, honorary, associate, or provisional members shall not be counted at all, and any members, except optometric educator members, who pay less than the full active member dues (not taking into account the reductions in dues permitted under Paragraphs C.8., F and G of Section 2 of Article I of these Bylaws) shall be counted as one-half (1/2) member. A member shall only be eligible to be counted in the foregoing calculation if the proper amount of dues owed by that member for all financial quarter periods ending not less than 60 days before the first day of the annual congress, and all prior periods, have been paid and received at this Association not more than 30 days (said 30 days to be deemed to be a grace period for submitting such dues) after the last business day of the last financial quarter ending not less than 60 days before the first day of the annual congress, which excludes any Saturday, Sunday, or Federal holiday (and such dues must be actually received by said date and not just be postmarked by said date); provided, however, that an affiliated association having less than fifty (50) such members shall nonetheless be entitled to one (1) regular delegate. Any member who receives any dues waiver pursuant to the process described in Paragraph G of Section 2 of Article I of these Bylaws shall not be counted for credentialing purposes during the year following the year in which the waiver applied (Article II, Section 3).

### VOTING

Each affiliated association shall be entitled to one (1) vote on any matter coming before the House for each ten (10) of its members and optometric educator members, except that student, honorary, associate or provisional members shall not be counted at all, and any members, except optometric educator members, who pay less than the full active member dues (not taking into account the reductions in dues permitted under Paragraphs C.8., F and G of Section 2 of Article I of these Bylaws) shall be counted as one-half (1/2) member. A member shall only be eligible to be counted in the foregoing calculation if the proper amount of dues owed by that member for the Last Quarter (as defined in Article II, Section 11) and all previous financial quarters have been paid and received (not merely postmarked) at this Association by the Credentialing Deadline (as defined in Article II, Section 11). Any member who receives any dues waiver pursuant to the process described in Paragraph G of Section 2 of Article I of these Bylaws shall not be counted for credentialing purposes during the year following the year in which the waiver was applied. However, each affiliated association shall be entitled to at least one (1) vote. The voting strength of the delegations representing each affiliate association shall be determined from the records of this Association as

of the last Business Day of the Last Quarter (as defined in Article II, Section 11). The delegation representing the student members shall be entitled to three (3) votes on any matter coming before the House. The total vote of each delegation may be cast by its delegate or delegates present when the vote is called.

## RESOLUTIONS

All resolutions submitted by affiliated associations and delivered to the AOA Secretary-Treasurer at least 15 days prior to the first day of the annual congress are automatically submitted to the resolutions committee. (Any resolution not submitted at least 15 days prior to the first day of the congress shall require a two-thirds affirmative vote by the House in order to be received and referred to the resolutions committee.) Resolutions should be submitted in typewritten form, double-spaced, with source of origin of the resolution clearly indicated on the first page. Please refer to upcoming Resolutions Committee bulletins for more information.

## DECEASED MEMBERS

During a session of the House of Delegates, tribute will be paid to all of our departed brother and sister practitioners who were members of the American Optometric Association. You will receive from AOA Dues Accounting a list of AOA members who were affiliated through your association and who have passed away between the close of the most recent 2021 AOA Annual Congress and April 30, 2022. You will be asked to make corrections to the list and return it to AOA.

## DELEGATE SEATING

The House of Delegates will be composed of delegates representing members of the affiliated associations. Past Presidents, members of the AOA Board of Trustees, and the delegates representing sections are privileged to participate in all matters before the House but do not vote in such capacity.

An alternate delegate may be selected for each delegate. If a delegate is unable to attend the congress or is absent from a session of the House, the delegation may designate any of its alternate delegates to act in the place of the absent delegate. After being so designated, the alternate should inform the credentials desk, receive a delegate's ribbon, and then be seated with his/her delegation.

An electronic handbook designed to serve as a reference aid for those members who participate in meetings of the House of Delegates will be available to delegate in advance of the meeting. The parliamentarian also lends counsel to individual delegates and assists the Speaker of the House as a source of information on parliamentary matters.

Should you have specific questions regarding these procedures, I will be happy to respond to them.

Sincerely,



Steven T. Reed, O.D.  
Secretary-Treasurer