



Wyoming  
Association of  
Municipalities  
**Building Strong Communities**

## MEMORANDUM

**TO: Municipal Clerks (Please pass to Mayors and Council Members)**

**FROM:** Earla Checchi, Finance Manager

**SUBJECT: Voting Delegates for the 2016 WAM Winter Workshop (February 17-19, 2016)**

**DATE:** October 26, 2015

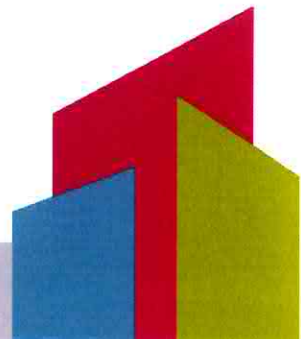
WAM will hold a business meeting at the Winter Workshop in Cheyenne on Wednesday afternoon, February 17, 2016 at Little America following the legislative review. **Any** individual member of WAM is entitled to speak during the business meeting. However when a vote is taken **only the official voting delegate, or the alternate**, is allowed to vote for the city or town. Any elected or appointed official/staff may be designated by the city/town as its official voting delegate.

**Please complete the attached form and mail/fax it to WAM by Monday, January 4, 2016.** We appreciate your cooperation on this matter to ensure each municipality is represented by a person who has been duly authorized by your governing body to vote at the business meeting.

If you find your official delegate is not able to attend the Winter Workshop at the last moment, you may re-appoint someone else. In order for this change to be accepted we do need the change **in writing**. You may send/fax it to the WAM office by Monday, January 4, 2016 or your voting delegate may bring the written change/authorization to Winter Workshop and submit it to the WAM registration desk **by Wednesday, February 17, 2016 before 11:00am**. After that time, changes will not be accepted.

Please contact us with any questions.

Ensure YOUR community has a VOICE and a VOTE at the winter business meeting!





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**WYOMING ASSOCIATION OF MUNICIPALITIES  
2016 WAM WINTER WORKSHOP  
OFFICIAL VOTING DELEGATE FORM**

The following person has been selected as the *Official Voting Delegate* for the 2016 WAM Winter Workshop Business Meeting in Cheyenne, Wednesday, February 17, 2016.

City/Town: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

*Alternate Delegate will be:* \_\_\_\_\_

*Title:* \_\_\_\_\_

Date Approved by the City/Town Council:  
\_\_\_\_\_

Attest: \_\_\_\_\_ (City/Town Clerk)

**PLEASE MAIL/FAX TO WAM NO LATER THAN January 4, 2016**

**315 West 27 Street, Cheyenne, WY 82001**

**Phone (307) 632-0398, Fax (307) 632-1942 or**

**Email to Earla Checchi at: [checchi@wyomuni.org](mailto:checchi@wyomuni.org)**

