

**CALIFORNIA ASSOCIATION OF HEALTH UNDERWRITERS**  
**POLICY & PROCEDURES**

**POLICY TITLE: Delegate Calculation Method**

CLASSIFICATION: Board

**POLICY NUMBER: 3010**

DEPARTMENT COORDINATOR: Secretary (VP of Finance)

MOTION: Made

SECONDED: Yes

DATE SUBMITTED (INITIAL): 3/31/08

DATE APPROVED: 5/19/08 ; August 17, 2015

APPROVED BY: CAHU House of Delegates; CAHU Board Approved August 17, 2015

REVIEW DATE: 2017

PURPOSE:

In accordance with CAHU's Bylaw the following method of calculation will be used to register Delegates for CAHU's annual House of Delegates Meeting.

*(Note: Further details regarding CAHU Delegates are located in Bylaw Article VI ,Sections 1 – 6)*

POLICY:

The method for calculating the number of Voting Members in the Local Association on the Record Date shall be determined by the average number of Voting Members as reported by the National Association of Health Underwriters for each of the twelve months in the year preceding the Annual House of Delegates.

PROCEDURE(S):

The Vice President of Membership shall maintain a record of each Local Association's total membership for each month of the year preceding the Annual House of Delegates, total the monthly membership of each of the twelve months and divide by twelve (12) to arrive at the average.