

American Motorcycle Heritage Foundation AMA MOTORCYCLE HALL OF FAME

PROCEDURES MANUAL



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I. INTRODUCTION

The AMA Motorcycle Hall of Fame ("Hall of Fame") was established in 1998 by the American Motorcycle Heritage Foundation ("AMHF") to honor the legends and heroes of American motorcycling and highlight their achievements and contributions to motorcycling. The first induction in 1998 included a large number of early pioneers and competitors who built the foundation of motorcycling in America. The second year added a number of inductees from among the most famous, legendary and significant contributors in American motorcycling. This established the Hall of Fame as we know it today.

Each year after those inaugural inductions, the annual Hall of Fame induction ceremony has added an elite group of new inductees to the hallowed Hall of Fame gallery in the AMA Motorcycle Hall of Fame Museum in Pickerington, Ohio. The 2004 consolidation of the National Motorcycle Museum's Hall of Fame with the AMA Motorcycle Hall of Fame further bolstered the ranks of inductees. The Hall of Fame induction ceremony is held in the late fall each year and is open to the public (attendees purchase tickets).

The AMA Board of Directors oversees the inductee selection process, with participation from motorcycle historians, journalists, industry leaders and living Hall of Fame members, all of whom have expert knowledge in their fields of motorcycling. The final inductee selection is made by a confidential ballot that is cast by the voting body composed of this large group of motorcycle experts.

The purpose of this Procedures Manual is to set forth uniform procedures and requirements for application, nomination, balloting and induction to the Hall of Fame for all participants to understand and follow. As a participant in this process, you play a vital role in honoring motorcycling, motorcyclists and the mission of the AMA and AMHF. It is through your participation and leadership that the AMHF mission is truly fulfilled. Collectively, the participants in this process provide a united voice that represents the AMHF. This collective voice guides the actions of the AMHF as we honor our incredible motorcycling legacy.

The following is a brief outline of the Hall of Fame induction procedures, which are more fully set forth in the appropriate sections contained in this manual:



A. Application for Nomination

An application for nomination of an individual to the Hall of Fame may be submitted by anyone. The proposed nominee must meet the base eligibility requirements as provided in this manual. Use of the AMA Motorcycle Hall of Fame Application Form is required, and the completed form must be received no later than December 31 for the individual to be considered in the next annual induction cycle.

B. Staff Review

AMA staff, working on behalf of the AMHF, will conduct preliminary due diligence and review the application form, credentials and background of the proposed nominee to confirm eligibility. Proposed nominees with confirmed eligibility are classified as Applicants and assigned to the appropriate Category Committee for further consideration. Staff shall submit a list of new applicants to the Category Committee Chairs by January 15.

C. Category Committee Review

The Category Committee will review the application package, validate credentials, fact-check and perform necessary due diligence for each assigned Applicant; staff may be asked for additional information. The Category Committee may also add any Applicant(s) they feel deserving, and otherwise not submitted in the previous year; such action must be completed no later than February 15 and use of the AMA Motorcycle Hall of Fame Application Form is required.

The staff will finalize the list of new applicants and Candidate Roster for consideration by each Category Committee and provide these to the respective Category Committee Chairs no later than February 28.

The Category Committees will first consider elevating Applicants to Candidates. Those Applicants approved as Candidates are immediately placed on the Candidate Roster, a comprehensive list of all Candidates from which the Category Committees select their nominee recommendations to provide to the Nominating Committee. Candidates remain on this roster for a period of five (5) years (see Section III. B). Each Category Committee may recommend up to five (5) Candidates annually for consideration as nominees by the Nominating Committee. Each Category Committee member shall have one vote on each Candidate considered.

Each Category Committee Chair will submit a Category Committee Meeting Report to staff no later than April 1 identifying: (i) each Applicant elevated to Candidate; (ii) Applicants they have decided not to elevate to Candidate; and (iii) the Candidates selected as nominee recommendations.

D. Nominating Committee

The Nominating Committee reviews the nominee recommendations as provided by the Category Committees and selects from zero (0) up to the total number of Candidates recommended from each Category Committee for placement on the ballot as Nominees to the Hall of Fame. The list of Nominees for the ballot is provided to the Executive Review Committee no later than April 15 for final review and approval.

E. Executive Review Committee

The ballot of Nominees is reviewed by the Executive Review Committee no later than April 30. The ERC assumes the responsibility of ensuring that the ballot is in good order, the process has been properly followed, and that the ballot can be submitted to the staff liaison for publishing and voting administration. The ERC has the sole authority to approve the ballot of Nominees as provided by the Nominating Committee. Further, the ERC may add any Candidate directly to the ballot of Nominees after conferring with the appropriate Category Committee.

F. Voting

The final ballot of Nominees, as approved by the ERC, is made available in May to all eligible voters comprising the voting body for induction to the Hall of Fame. This includes: (i) all living Hall of Fame members; (ii) members of the AMA and AMHF Boards of Directors; (iii) members of and Advisors to the Category Committees; and (iv) other persons approved by the ERC Chair. Currently, over two hundred and fifty (250) eligible voters comprise the Hall of Fame voting body.

G. Induction

Nominees receiving the appropriate number of votes on the ballot become Inductees. The Hall of Fame induction ceremony is held annually to celebrate that year's Inductees and welcome them to the prestigious ranks of the AMA Motorcycle Hall of Fame.

II. COMMITTEE STRUCTURE

The Hall of Fame Induction Process is overseen by two (2) co-chairs ("IP Co-Chairs"), appointed as follows: 1) one co-chair is appointed by the AMHF Board of Directors; and 2) one co-chair is appointed by the AMA Board of Directors. The IP Co-Chairs appoint by mutual consent the respective Chair, Members and Advisors of each Category Committee.

The following information relates to the designation of committees, selection of members of such committees, and the responsibilities delegated to each of these committees.

A. Category Committees

The following is a list of the Category Committees and a brief description of each category. Information is also provided with respect to the makeup or appointment of each committee and its members and advisors.

1. Category Committees

a. Ambassadors & Industry – Individuals who have worked to make American motorcycling better through promotion in the media, by organizing events, projecting a positive image of motorcyclists through their own actions or reputation, and individuals who are, or have been, employed in the motorcycle industry as motorcycle or accessory manufacturers, distributors, dealers, the motorcycle press, photographers, artists, motorcycle organizations, or other related occupations.

b. Design & Engineering – Those who have made significant contributions to the design and/or engineering of motorcycles or motorcycle components in America.

c. Dirt Track – Racers, team managers, tuners, mechanics, officials, and others who excelled in Dirt Track Competition (short track, half-mile, mile, TT and speedway racing).

d. Leadership & Motorcyclists' Rights Advocates – Individuals who have worked with, or in, government at a state, local or federal level to protect the rights of motorcyclists; individuals who have promoted safety and rider training or advanced street, trail or competition motorcycle riding opportunities.

e. Motocross & Supercross – Racers, team managers, tuners, mechanics, officials, and others who excelled in motocross and/or Supercross competition.

f. Off-Road – Racers, team managers, tuners, mechanics, officials and others who excelled in off-road riding and competition (enduros, ISDE, desert, off-road grand prix, etc.).

g. Roadracing – Racers, team managers, tuners, mechanics, officials and others who excelled in roadracing competition.

h. Specialty Competition – Racers, team managers, tuners, mechanics, officials and others who excelled in other forms of motorcycle competition not covered in the other categories, including drag racing, Bonneville speed records, hillclimb and more.

2. Chair – The Chair of each Category Committee shall be appointed by the IP Co-Chairs to serve at the pleasure of the AMHF Board of Directors for a three (3)-year term. Each Chair of a Category Committee must be a current member of the AMA in good standing.

3. Members – Each Category Committee shall be composed of five (5) voting members. The Chair of each Category Committee is a voting member and shall select four (4) additional individuals to be appointed as voting members of that Category Committee. These individuals should be knowledgeable in the appropriate area and have a desire to serve on such committee. Individuals interested in serving as a Category Committee member must complete and return the Category Committee Member Application Form, an example of which is attached hereto as Appendix B. Each Category Committee Member must be a current AMA member in good standing. All Category Committee Members selected by the Chair are subject to the review and approval of the IP Co-Chairs and are appointed for a three (3) year term. A Member may be re-appointed at the end of his or her term upon reapplication.

4. Advisors –The Category Committee Chair may also appoint one or more non-voting Advisors to assist the Category Committee in its deliberations. Each Advisor must be a current AMA member in good standing. An Advisor shall serve for a one (1) year term and may be re-appointed at the end of his or her term upon reapplication.

5. Confidentiality and Obligations – Confidentiality is extremely important to the induction process. Each Member and Advisor agrees to keep all deliberations, votes, results, processes, status and discussions completely confidential at all times. Under no circumstances should any information regarding an Applicant, Candidate, Nominee or the induction process be disclosed to any third party. Disclosure of such information compromises the integrity of the Hall of Fame and reflects poorly on the AMHF and the AMA. All Committee Members and Advisors are required to sign the AMA's Confidentiality Pledge. The AMA and/or AMHF Board of Directors shall, at all times, have the right to remove any Committee Member or Advisor at any point in time if, in the view of either Board of Directors, his or her actions or words are considered detrimental to the Hall of Fame, the induction process, or its integrity, or for any other reason, or for no reason.

B. Nominating Committee

- 1. Chair The Chair of the Nominating Committee shall be the AMA IP Co-Chair.
- 2. Members The following shall be the members of the Nominating Committee:

- a. Chair of each Category Committee
- b. The AMHF I.P. Co-Chair
- c. Staff Liaison (non-voting).

C. Executive Review Committee

1. Chair – The Chair of the Executive Review Committee shall be the Chair of the AMA Board of Directors.

- 2. Members The following shall be the members of the Executive Review Committee:
 - a. Chair of the AMA Board of Directors
 - b. Chair of the AMHF Board of Directors
 - c. Induction Process Co-Chairs
 - d. AMA President & CEO
 - e. General Counsel to the AMA
 - f. Staff Liaison (non-voting)

III. APPLICATION

An application for nomination to the Hall of Fame may be submitted by anyone, whether an AMA Member or not. Applications may be submitted on one's own behalf or that of another. Regardless, use of the AMA Motorcycle Hall of Fame Application Form attached hereto as Appendix A is required. The application form may also be found at the following url address: www.motorcyclemuseum.org/induction.

The application form should be addressed as provided, and the completed form must be received no later than December 31 of any given year for the individual to be considered in the next annual Hall of Fame induction cycle. The proposed individual must meet the base eligibility requirements as provided in this Manual to be accepted as an Applicant.

A. Eligibility

1. Eligibility for Competition applicants in the categories of Dirt Track, Motocross / Supercross, Off-Road, Roadracing, and Specialty Competition:

a. Competition applicants must be retired from active participation (which means any form of routine participation in National level competition at the professional level, in their professional sport) for at least five (5) years, or if not retired, then must have maintained active participation for at least twenty-five (25) years at the National level of competition. The ERC shall make the final determination as to what constitutes professional competition.

b. The five (5)-year period shall commence on January 1 after the year in which such applicant has last competed as outlined above; and shall be fulfilled on December 31 of the fifth year.

2. Non-Competition applicants in the categories of Ambassadors & Industry; Design & Engineering, and Leadership & Motorcyclists' Rights Advocates must have made significant contributions to American motorcycling in their particular area of expertise.

B. Process

Those submitted for consideration for induction to the Hall of Fame and meeting the base eligibility requirements above become Applicants and are assigned to the appropriate Category Committee for consideration to be elevated to Candidate status.

Applicants meeting the criteria as established by the assigned Category Committee and receiving majority approval of that committee are elevated to Candidate status and placed on the roster of Candidates, the list from which nominees are selected, for a period of five (5) years (see below).

A Competition Candidate remains eligible for nomination to the Hall of Fame for five (5) years commencing January 1 of the year following receipt of his or her application. If a Candidate does not become an Inductee within such five (5) year period, then the application becomes void and he or she is removed from the roster of Candidates. The nomination application may be re-submitted indefinitely.

A Non-Competition Candidate remains eligible for nomination to the Hall of Fame for five (5) years commencing January 1 of the year following receipt of his or her application. If a Candidate does not become an Inductee within such five (5) year period, then the application becomes void and he or she is removed from the roster of Candidates. The nomination application may be re-submitted after the initial five (5) year period. There is no limitation on the number of times that an application can be submitted for Non-Competition categories.

IV. EVALUATION OF APPLICANTS AND CANDIDATES

A. Staff Review

Submitted AMA Motorcycle Hall of Fame Application forms are checked for completeness. AMA staff, working on behalf of the AMHF, will review the application form, credentials and background of the proposed nominee to confirm base eligibility. Proposed nominees with confirmed eligibility for the next Hall of Fame induction cycle are classified as Applicants and assigned to the appropriate Category Committee for further consideration. The Staff Liaison shall provide the application package to the appropriate Category Committee Chair.

B. Category Committee Review

The Category Committee Chair reviews the new application packages and provides copies to each of the Committee Members and Advisors. The Chair then schedules one or more committee meetings as required to complete the following:

1. Determine if the Applicant is assigned to the appropriate Category.

2. If not in the appropriate Category, move the Applicant by mutual agreement with the receiving Category Committee Chair.

3. In collaboration with staff, conduct additional research, fact-checking and due diligence activities; and document the Applicant's background and accomplishments.

4. Add any Applicant(s) they feel deserving, and otherwise not submitted in the previous year; such action must be completed no later than February 15 and use of the AMA Motorcycle Hall of Fame Application Form is required.

5. Determine which Applicants, if any, to elevate to Candidate for a period of five (5) years.

6. Determine which Candidates (including those Applicants newly elevated), if any, to recommend as Nominees to the Nominating Committee.

Committee meetings may be conducted by teleconference, online or in person; a quorum of at least four (4) members is required. The committee will determine how many and which Candidates to recommend as nominees to the Nominating Committee. The committee may recommend up to five (5) Candidates. The committee will determine the criteria by which a Candidate may meet the requirements and be recommended as a Nominee by the Committee. The Staff Liaison shall be present for all Category Committee meetings.

C. Category Committee Submittal

Names and application packages for those Candidates approved by the Category Committee to recommend as Nominees are provided to the Nominating Committee Chair using the Category Committee Report Form attached hereto as Appendix C.

V. NOMINATING COMMITTEE REVIEW

A. Nominating Committee Review

The reports of the Category Committees are received and checked for accuracy by the Nominating Committee Chair. The Chair then provides copies of the Category Committee reports to each member of the Nominating Committee. The Chair will then schedule a committee meeting either by teleconference, online, or in person.

B. Selection of Nominees

The Nominating Committee shall select from zero (0) to all of the recommended Candidates as provided from each Category Committee for inclusion on the ballot. At this point, these selected Candidates become Nominees. The Nominating Committee Chair will compile the final list of Nominees for the Hall of Fame ballot and forward the list to the Executive Review Committee.

VI. EXECUTIVE REVIEW COMMITTEE

The list of Nominees for the final ballot is submitted by the Chair of the Nominating Committee to the Executive Review Committee (ERC).

The ERC shall have the sole discretion to determine the number of Hall of Fame Class slots to be filled each year. The ERC shall determine, by a majority vote, the total number of Hall of Fame Class slots, as well as the allotment ratio of those slots to the Competition and Non-Competition categories that will be filled from the Hall of Fame ballot each year.

The ERC has the sole authority to approve the ballot of Nominees as provided by the Nominating Committee. Further, the ERC may add any Candidate directly to the ballot of Nominees after consulting with the appropriate Category Committee Chair, who shall consult with their Committee Members. The obligation of the Executive Review Committee is to assure that the ballot is in good order, the induction process has been properly followed, and to provide the final approved ballot of Nominees to the staff liaison for publishing and voting administration. The final ballot as approved by the ERC shall be certified by the AMA General Counsel.

The ERC may recommend amendments to the Procedures Manual to the AMA Board of Directors. The AMA Board of Directors, in its sole discretion, may approve amendments to the Procedures Manual as recommended by the ERC.

VII. VOTING

The Hall of Fame Nominees shall be those as recommended by the Nominating Committee and approved by the Executive Review Committee, as well as any Candidates named directly as Nominees by the ERC. All Nominees shall be placed on the Hall of Fame ballot. The eligible voting body for the Hall of Fame ballot shall be composed of the following: 1) current living Hall of Fame members; 2) members of the AMHF Board of Directors; 3) members of the AMA Board of Directors; 4) Members and Advisors of each Category Committee; and 5) other individuals as may be approved by the ERC.

The ERC shall establish the number of Hall of Fame Class slots to be filled for both the Competition and Non-Competition Category of the Hall of Fame ballot. When the Hall of Fame ballot is submitted to the eligible voters, each voter will be entitled to cast the same number of votes as the number of Hall of Fame Class slots in each category. For example: if the Nominating Committee determines that there are three (3) Hall of Fame Class slots in the Competition Category, then each eligible voter will have three (3) votes, which they may cast for any Nominee in that category. A voter may not cast more than one (1) vote for any single Nominee, and a voter does not have to vote for any Nominee. A voter with three (3) votes could vote for zero (0) to three (3) different Nominees. Each voter will receive only one ballot even though they may represent more than one group.

Voting will be conducted online and administered by the Staff Liaison; paper ballots will be provided upon request. The results will be tallied and verified by the online voting vendor and certified by an independent Certified Public Accountant working for the AMA at that time and by the Executive Review Committee. The announcement of the results and schedule for such announcement shall be determined and implemented by the AMA staff.

VIII. INDUCTION

The top vote-receiving Nominees on the ballot in each category corresponding to the number of established Hall of Fame Class slots shall become Inductees to the AMA Motorcycle Hall of Fame and will be collectively referred to as that year's AMA Motorcycle Hall of Fame Induction Class.

The AMA Motorcycle Hall of Fame Induction Ceremony is held annually to celebrate that year's Inductees and welcome them as Members to the prestigious ranks of the AMA Motorcycle Hall of Fame. The Inductee does not become a Member until the Induction Ceremony, where they are acknowledged and presented on stage.

IX. REMOVAL OF A HALL OF FAME MEMBER

The provisions of this Section apply to the removal of a Member from the Hall of Fame. Any AMA member in good standing may contact the AMA or AMHF at any time with respect to whether or not a previously inducted Member of the Hall of Fame has taken such actions, or been involved in such activities, that it could bring disrepute to the AMHF, the AMA or the Hall of Fame. Examples of such include, but are not limited to:

- 1. Acts involving moral turpitude;
- 2. Acts of gross dishonesty or gross misconduct;
- 3. Willful malfeasance;

4. Willful misconduct, malicious conduct or any act or omission which is injurious to the financial conditions or business reputation of the AMA or its affiliates.

Upon presentation of such information, it shall be transmitted to the Executive Review Committee for investigation and determination as to whether or not any such Member should be removed from the Hall of Fame. The criteria for removal shall be determined periodically by the Executive Review Committee, with the approval and consent of the AMA Board of Directors.

Upon investigation by the Executive Review Committee, the Executive Review Committee may, by three-fourths (3/4) majority vote, determine that a Member should be removed from the Hall of Fame. Such recommendation shall then be submitted to the AMA Board of Directors, whereupon a vote of at least three-fourths (3/4) majority of such directors shall have the final determination as to whether or not the Inductee is removed from the Hall of Fame.

Any member may submit a request for removal from the Hall of Fame at any time by notifying the AMA of their wish to do so. The AMA Board of Directors will take the request under advisement and may vote to accept or reject the request.

GLOSSARY

Advisor - The Category Committee Chair may appoint one or more non-voting Advisors to assist the Category Committee in its deliberations. Each Advisor must be a current AMA member in good standing. An Advisor shall serve for a one (1)-year term and may be re-appointed at the end of his or her term upon reapplication.

AMA Member in Good Standing – Shall mean and refer to any member of the Association whose membership rights are not currently suspended for any reason; that is current in payment of Association dues and any other Association assessments; and is not in violation of the governing documents of the Association.

Applicant – A person meeting the base eligibility requirements for nomination to the AMA Motorcycle Hall of Fame, as confirmed by AMA staff review, and for whom an AMA Motorcycle Hall of Fame Application has been properly submitted is classified as an Applicant.

Candidate – An Applicant determined eligible for further consideration as a nominee to the AMA Motorcycle Hall of Fame, as determined at the sole discretion of the assigned Category Committee, is classified as a Candidate and will remain such for a five (5)-year period, unless earlier inducted into the AMA Motorcycle Hall of Fame.

Inductee – A Nominee receiving the required number of votes on the induction ballot becomes an Inductee to the AMA Motorcycle Hall of Fame.

Member – An Inductee acknowledged and presented at the annual AMA Motorcycle Hall of Fame Induction Ceremony becomes a Member of the AMA Motorcycle Hall of Fame.

Nominee – A Candidate recommended by the Category Committee as a Nominee and subsequently approved as such by the Nominating Committee and Executive Review Committee is classified as a Nominee and will be placed on the induction ballot.



AMA Motorcycle Hall of Fame APPLICATION FORM

Person submitting this application

Name		
Address		
City	State	Zip
Telephone	Email	
Relationship to applicant		
Applicant information		
Full name		
Nickname (if applicable)		
Current address		
		Zip
Phone	Email	
Birth date	Date of death (if appl	icable)
AMA number Homet	own and state (if different	from current)
Non-competition categories Ambassador/Industry Design/Engineering Competition categories Dirt Track Motocross/Supercross C The applicant has achieved prominence	 Dff-Road Roadracing Ce primarily at what national World and Natio International C 	Specialty Competition Ievel? nal Championship event wins thampionship event wins
 Please provide with this submission for 1. A short biography describing the applicant's rod American motorcycling. 2. An original or equal-quality photograph of the a 3. Support materials and copies of media coverage 	le in his or her field of exp applicant that clearly show	
Signed:		Date:
Mail application form to: AMA Motorcycle Hall of Fame Motorcycle Hall of Fame Applications 13515 Yarmouth Drive Pickerington, OH 43147		Applications must be received by Dec. 31 of each year to be included in for the following year's ballot. Submissions become the property of the American Motorcycle Heritage Foundation.
Or email: jmassey@ama-cycle.org		

PHONE (614) 856-1900 • FAX (614) 856-1920 • JMASSEY@AMA-CYCLE.ORG • MOTORCYCLEMUSEUM.ORG
The Motorcycle Hall of Fame is administered by the American Motorcycle Heritage Foundation, a 501 (c)(3) non-profit
public foundation devoted to the preservation of America's motorcycling heritage.



AMA Motorcycle Hall of Fame CATEGORY COMMITTEE MEMBER APPLICATION

Thank you for your interest in being a member of a Category Committee for the AMA Motorcycle Hall of Fame. It is the hard work, dedication and expertise of motorcyclists like you that helps make the AMA Motorcycle Hall of Fame the respected institution that it is.

Category Committee members are appointed by the Hall of Fame's leadership. Please take a moment to fill out and return this form to the AMA Motorcycle Hall of Fame at jmassey@ama-cycle.org.

Address	Years of AMA membership
Phone	
Email	
Nominating committee you are applying for:	
Design and Engineering	□ Off-Road
Dirt Track	Specialty Competition
Road Racing	Ambassadors and Industry
Motocross & Supercross	Leadership & Motorcycle Rights
Motorcycle industry background:	

Motorcycle racing background:

Motorcycle riding background:

Current and/or past involvement with AMA:

Current and/or past involvement with the AMA Motorcycle Hall of Fame:

Special skills or qualifications pertaining to this position not listed above:

Why I want to be involved with the Hall of Fame:

As a Hall of Fame Category Committee Member, I will work cooperatively for the common good of the Hall of Fame. I agree at all times during the term of my participation with a Category Committee to hold in strictest confidence and not to disclose to any person, firm, corporation, media, or other entity any Confidential Information which I obtain or create as part of my obligations and performance of my duties with a Category Committee.

Signed	Date
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AMA Motorcycle Hall of Fame CATEGORY COMMITTEE MEETING REPORT

For AMA Motorcycle Hall of Fame Class of		
Committee		
Today's date		
Date/time of meeting of Category Committee		
Committee Chairperson	Contact phone:	
Members present at the Category Committee meeting:		
Phone/conference call:		
In person:		
Location		
Members not present at the Category Committee meeting:		

Hall of Fame staff/legal representatives present:

Phone/conference call:

In person:

Candidates considered by the committee but not selected:

Name	Brief Background	Votes
Name	Brief Background	Votes
Name	Brief Background	Votes
Name	Brief Background	Votes
Name	Brief Background	Votes
Name	Brief Background	Votes
Name	Brief Background	Votes
Name	Brief Background	Votes

Based on committee voting results, the following candidates are being recommended for inclusion on this year's AMA Motorcycle Hall of Fame Ballot:

Number of candidates recommended for this year's ballot:

	1	1
Name	Brief Background	Votes

I affirm that these results are accurate and complete:

Committee chairman's signature	Da	ite

Please return to jmassey@ama-cycle.org.

