



# Rocky Mountain Paralegal Association

## Annual Board Elections and Teller's Report

### April 30, 2024

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On March 22, 2024, the Elections Committee, also known as the Nominations Committee, sought nominations from the general membership for the following roles:

EXECUTIVE COMMITTEE	OTHER BOARD POSITIONS
<p><b>President &amp; Chief Executive Officer</b>            Term Length: Two Years            Incumbent: Stefanie Trujillo            Incumbent Eligible for Nominations: Yes            Board Experience Requirement: Prior RMPA            Executive-level Board service of at least two (2) years within the last five (5) years.</p>	<p><b>Director of Administration</b>            Reports to: Secretary &amp; COO            Term Length: Two Years            Incumbent: Zoe Albrecht            Incumbent Eligible for Nominations: Yes  <i>Board Experience Requirement: Prefer service on any Board of at least one (1) year, non-profit background required.</i></p>
<p><b>President-Elect</b>            Reports to: President &amp; CEO            Term Length: Two Years            Incumbent: <i>None</i>            Incumbent Eligible for Nominations: N/A  <i>Board Experience Requirement: Prior RMPA</i>  <i>Executive-level Board service of at least two (2) years within the last five (5) years.</i></p>	<p><b>NFPA Secondary Representative</b>            Reports to: Secretary &amp; Chief Operating Officer            Term Length: Two Years            Incumbent: Zoe Albrecht            Incumbent Eligible for Nominations: Yes  <i>Board Experience Requirement: Prefer service on any Board of at least one (1) year, non-profit background required.</i></p>
<p><b>Treasurer &amp; Chief Financial Officer</b>            Reports to: President &amp; CEO            Term Length: Two Years            Incumbent: Janice Lancaster            Incumbent Eligible for Nominations: Yes  <i>Board Experience Requirement: Prior RMPA</i>  <i>Executive-level Board service of at least two (2) years within the last five (5) years.</i></p>	<p><b>Director of Marketing &amp; Development</b>            Reports to: Treasurer &amp; CFO            Term Length: Two Years            Incumbent: <i>None</i>            Incumbent Eligible for Nominations: N/A  <i>Board Experience Requirement: Prefer service on any Board of at least one (1) year, non-profit background required.</i></p>
<p><b>Chair of the At-Large Directors</b>            Reports to: President &amp; CEO            Term Length: Two Years            Incumbent: Erica Jackson            Incumbent Eligible for Nominations: Yes</p>	<p><b>Director of Academic Relations &amp; Education (At-Large Director)</b>            Reports to: Chair of the At-Large Directors            Term Length: Two Years            Incumbent: <i>None</i>            Incumbent Eligible for Nominations: N/A</p>



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EXECUTIVE COMMITTEE	OTHER BOARD POSITIONS
<i>Board Experience Requirement: Prior RMPA Executive-level Board service of at least one (1) year within the last five (5) years.</i>	<i>Board Experience Requirement: Prefer service on any Board of at least one (1) year; background in education and academics preferred; non-profit background required.</i>
	<b>Director of Association Activities (At-Large Director)</b> Reports to: Chair of the At-Large Directors Term Length: Two Years Incumbent: <i>None</i> Incumbent Eligible for Nominations: N/A <i>Board Experience Requirement: Prefer service on any Board of at least one (1) year, non-profit background preferred.</i>



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On April 16, 2024, the Voting Members of the Rocky Mountain Paralegal Association were tasked to review and vote on candidates for the 2024-2025 Board of Directors. The following four Candidates affirmatively accepted their respective nomination by the stated deadline and provided a statement of interest, all of which can be found on the website.

- 1) President & Chief Executive Officer, Stefanie Trujillo (Incumbent)
- 2) Treasurer & Chief Financial Officer, Janice Lancaster (Incumbent)
- 3) Chair of the At-Large Directors, Erica Jackson (Incumbent)
- 4) Director of Academic Relations & Education (At-Large Director), Sybil Taylor Aytch

On April 16, 2024, the Election Committee of the Rocky Mountain Paralegal Association called upon the Voting Members of the Association to submit their votes to appoint candidates as members of the Board of Directors for the stated term lengths.

At the commencement of the election, there were 180 active, in good standing, eligible Voting Members of the Association. Pursuant to Article 2, Section 8 of the Association Bylaws, 25% of those voting members constitute a quorum, or 45 votes. Voting Members were offered an opportunity to vote for each candidate or to abstain from voting for the candidate. Each position must have received a minimum of forty-five (45) responding votes. Failure to obtain sufficient number of votes requires a special election.

At the commencement of the election, an announcement was sent to all eligible Voting Members to solicit votes for the process that was posted on the Association website. Additional messages were sent to eligible voters between the opening date and the closing date.

As of the closing on the election, twenty-eight (28) votes were submitted for the election. Therefore, it is the duty of this Committee to proclaim NO ELECTION and the appointment of the board will go to special election. The special election will take place during the next regular monthly meeting on May 8, 2024, at 5:30 p.m. Those candidates who previously held board positions will retain them until the special election is completed.

To receive an appointment for any remaining vacant position, the nominee must receive a minimum of 50% + 1 of the 2024-2025 seated board. Currently, six (6) members are seated on the board. A total of four (4) votes must be received to be appointed.



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Candidates, position, and vote tallies are as follows:

Candidate	Position	Ballots Tendered	Affirmative Votes	Abstain	Does Candidate Succeed
S. Trujillo	President, CEO	28	26	2	No
J. Lancaster	Treasurer, CFO	28	26	2	No
E. Jackson	Chair, At-Large Directors	28	27	1	No
S. Taylor Aytch	Director of Academic Relations & Education (At-Large Director)	28	27	1	No

Based upon the above results, each of the above candidates did not receive sufficient affirmative votes to secure the roles to which they were nominated. Therefore, the Elections Committee Chair and Teller declared NO ELECTION.

The appointment of the board will go to special election, which will take place during the next regular monthly meeting on May 8, 2024, at 5:30 p.m. Those candidates who previously held board positions will retain them until the special election is completed.

**SO VOTED AND CERTIFIED; FURTHER SAYETH NOT on THIS 30TH DAY OF APRIL 2024.**

ROCKY MOUNTAIN PARALEGAL ASSOCIATION  
Elections Committee

*Teresa Goss Paxton*

Teresa Goss Paxton  
Chair, Elections Committee



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#### 2024-2025 RMPA Board of Directors Elections: LIVE

Status: Closed i

