



## **AGM Meeting Protocols**

### **AGM Meeting Protocols Member Registration Details**

- Only members who have registered before the AGM are provided a personalized Zoom link (by email) to join the Virtual AGM.
- Members must Register by visiting [www.sunrisecu.mb.ca](http://www.sunrisecu.mb.ca) and clicking on the “Register” button. between Monday March 24, 2025, and Sunday April 20, 2025. If you are experiencing trouble registering, please email [agm@sunrisecu.mb.ca](mailto:agm@sunrisecu.mb.ca) or call 204-726-3636 with the details of the issue and we will assist.
- The deadline for registration is Sunday, April 20, 2025, at 11:59 p.m.
- Members cannot share the personalized Zoom invitation. Additional members wishing to attend the meeting must complete the registration process, and a personalized link will be forwarded to them individually.
- Members are encouraged to download the Zoom app before the meeting date.

### **Joining the Meeting**

- Members are encouraged to join 30 minutes (4:45 p.m. to 5:15 p.m.) before the meeting is called to order.
- Attendees who have joined the meeting will be placed in a ‘Waiting Room’ on mute until the meeting is promptly called to order at 5:15 p.m.
- A designated moderator will host the meeting.
- During the meeting, attendees will be in a listen-only mode, eliminating distractions.

### **Meeting Structure**

- Slides will be presented during the meeting. They will display key information, including motions that require voting.
- No motions may be put forward from the floor.
- Only eligible members can vote on motions presented during the meeting.
- When a motion is made, a mover and seconder are selected in advance from the registration list.
- Voting for Motions will be through the Zoom app's poll feature; all attendees will select whether they approve or oppose the motion.
- The Moderator will display and announce the results immediately following the poll.

## **Question Period**

- Members are welcome to raise any questions they may have before the AGM. You may email questions to [agm@sunrisecu.mb.ca](mailto:agm@sunrisecu.mb.ca).
- In addition, there will be a Question-and-Answer period during the meeting, as noted on the Agenda. If you wish to ask a question, go to the Q&A feature.
- Identify yourself by name and branch
- Submit the question
- The Moderator will then direct this information to the Chair of the Board, who will direct the question to the appropriate person. If multiple questions are the same, only one answer will be provided.
- Any questions not addressed during the question period will be reviewed and answered after the meeting.