

Registration Instructions:

The Finance (Miscellaneous Provisions) Act 2020 makes it possible for us to hold our AGM on a virtual basis again this year. Our AGM will be facilitated this year on Zoom. In order to participate in our AGM please follow these simple instructions:

- Step 1 Please register online by close of business on 12th December 2024 at <https://creditunionplus.ie/agm/>
- Step 2 Based on the information you provide, we will verify you as a member, and you will then be sent a formal invitation to the email address you provide in the registration process.
- Step 3 In the invitation, we will include a link to a copy of the minutes of last year's AGM and the Standing Orders for this year's AGM. Please read these before the meeting.
- Step 4 Please submit any questions you may have in relation to the annual report in writing by close of business on 12th December 2024 either by email to agm2024@creditunionplus.ie or by post for the attention of the Honorary Secretary, Credit Union Plus, Kennedy Road, Navan, Co. Meath, C15TF86. See the Standing Orders for details of how questions will be handled at the AGM.
- Step 5 Log on to the AGM, by clicking on the link provided in the invitation you will receive by email. We suggest you log on about 10 minutes before the start time of 6.15pm on 17th December 2024.

If you're not familiar with Zoom, you will find this short tutorial helpful:
https://youtu.be/wo1l6ljz_wg
- Step 6 It is important to note that the invitation you receive is specific to you and can only be used on one device.
- Step 7 When you log on you will be made aware that you are 'waiting'. Once the Chair starts the meeting you will be able to see and hear the meeting. Please select "Join with Computer Audio", so that you will be able to see and hear the Chair and any persons presenting. We recommend that while you are waiting, you should use the opportunity to test the sound on your computer so you can be sure it's working and at the right volume for you to follow the proceedings.
- Step 8 For everyone's comfort, all non-presenting participants will be 'muted' during the meeting. Please read the Standing Orders to be clear with how questions & answers will be handled.
- Step 9 There are several items on the agenda where members will be asked to vote. This will be done by electronic polling. A poll will appear on your screen, click on your answer and press submit. You will be given sufficient time to cast your vote (the length of time allowed will be advised at the meeting). The poll will close after that time and the result will be announced by the Chair.

Step 10 To assist with the minutes, our AGM will be recorded. When the matters of the meeting are concluded, the Chair will end the AGM and close the Zoom link.