

Virtual Annual Meeting

QUICK Quick Guide



GENERAL INFO:

- **Log In Early:** Please join at least 5 minutes early to ensure volume and internet connection are clear. If this is your first time attending a Zoom virtual event, you can test your connection prior to attending Annual Meeting here: <https://zoom.us/test>
- **Annual Meeting Documents:** The 2019 Annual Report and Board of Directors nominee biographies, will be provided via link during the Annual Meeting and can be found online here: <https://www.mymembersfirst.org/event/73rd-annual-meeting/>
- **Listen & View Only Mode:** All Annual Meeting attendees will join the Annual Meeting in LISTEN & VIEW ONLY MODE. While you can see and hear the Annual Meeting, your microphones and cameras have been disabled within the Zoom Virtual Meeting Space.
- **Technical Difficulties:** In the event of technical difficulties, please contact Zoom Support here: <https://support.zoom.us/hc/en-us>
- **FAQ:** For all Annual Meeting frequently asked questions and information, visit our website: <https://www.mymembersfirst.org/event/73rd-annual-meeting/>

UNDERSTANDING YOUR OPTIONS TO JOIN THE MEETING

After you register for the Annual Meeting, you will receive a registration confirmation email.* This email will provide you with two options to join the Annual Meeting – joining virtually through a device or joining by dial in option. An example of this email is found on the last page of this Quick Guide.

Joining Virtually: Joining the Annual Meeting virtually allows you to hear the Annual Meeting audio, as well as see the Annual Meeting display.

Joining by Dial In: Joining the Annual Meeting by Dial In allows you to hear the Annual Meeting audio. If you plan to attend the Annual Meeting using only the dial in option, you will not be able to view the Annual Meeting display.

If you choose, you are able to utilize both options to join the Annual Meeting – joining virtually in order to be able to see the Annual Meeting display but using the dial in option to hear Annual Meeting audio. Whether you choose to attend the Annual Meeting by computer, tablet, or phone (landline or cellphone) you may be asked for additional meeting details, including meeting ID and password, in order to join the Annual Meeting.

General information on joining a webinar can be found by [clicking here](#).

**Please note, your registration confirmation email will not come immediately after you submit your Annual Meeting registration as all registrations are reviewed by Tennessee Members 1st FCU before registration confirmations are sent to members.*

ZOOM FUNCTIONS & FEATURES

There is no Zoom software purchase necessary to participate in the Annual Meeting and you do not need to create an account with Zoom to participate in the Annual Meeting. If you choose to participate in the Annual Meeting using your computer, tablet, or smartphone, you may be prompted to download the Zoom software to view the video feed from the Annual Meeting.

If you choose not to download the Zoom software, you can still participate in the Annual Meeting using the 'For Telephone,' directions provided when you receive your registration confirmation email. These instructions provide dial-in phone numbers that can be called from a landline or cellular device.

As a reminder, all Annual Meeting attendees will join the Annual Meeting in LISTEN & VIEW ONLY MODE. While you can see and hear the Annual Meeting, your microphones and cameras have been disabled within the Zoom Virtual Meeting Space.

In the event of technical difficulties, please contact Zoom Support here:

<https://support.zoom.us/hc/en-us>

General information on attendee controls within the Zoom virtual space can be found by [clicking here](#).

Please note, while we feel the utilization of the Zoom platform will be beneficial to our members, privacy, accessibility, and security policies may vary between the credit union and this vendor.

Annual Meeting Confirmation Email Example

After you register for the Annual Meeting you will receive a registration confirmation email with additional information, including instructions on joining the meeting using a PC, Mac, iPad, iPhone, or Android device, as well as an option to dial in using a telephone. Please note, your registration email will not come immediately after you submit your Annual Meeting registration. As Annual Meeting is a member-only event, all registrations are reviewed by Tennessee Members 1st FCU before registration confirmation emails are sent to members.



The name you registered with

Hi TN Members 1st FCU,

Thank you for registering for "TN Members 1st FCU 73rd Annual Meeting (Virtual)".

Our 73rd Annual Meeting will be held virtually using a Zoom Virtual Meeting Space and there will not be a physical meeting location. We look forward to having you join us on Thursday, May 21 at 7:00 pm!

Additional Information:

- Please join at least 5 minutes early to ensure volume and internet connection are clear. If this is your first time attending a Zoom Virtual Meeting event, you can test your connection prior to attending Annual Meeting here: <https://zoom.us/test>
 - We will have the opportunity for members to participate in the voting for the approval of last year's Annual Meeting Minutes, as well as the approval of the Board of Directors nominees. Instructions on how to vote will be provided during the Annual Meeting.
 - Annual Meeting documents, including the 2019 Annual Report and Board of Directors nominees biographies, can be found online here: <https://www.mymembersfirst.org/event/73rd-annual-meeting/>. They will also be provided via link during the Annual Meeting.
 - In the event of technical difficulties, please contact Zoom Support here: <https://support.zoom.us/hc/en-us>
- Please submit any questions to:

Info on logging in, tech support, and where to find Annual Meeting documents

Date Time:

Join from a PC, Mac, iPad, iPhone or Android device:

[Click Here to Join](#)

Note: This link should not be shared with others; it is unique to you.

Password: [REDACTED]

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Description: The Annual Meeting is your opportunity as a member of the credit union to engage and participate in your membership. It's also the time we use to report on the performance of the credit union and hold our Board of Directors election. There is no cost to attend the Annual Meeting and primary members are able to participate in prize drawings!

Our 73rd Annual Meeting will be held virtually using a Zoom Virtual Meeting Space and there will not be a physical meeting location.

Visit <https://www.mymembersfirst.org/event/73rd-annual-meeting/> for all Annual Meeting information and updates including a PDF of the 2019 Annual Report and biographies on our Board of Directors nominees.

Or iPhone one-tap :

US: +13126266799,,926183816# or +19292056099,,926183816#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: [REDACTED]

Password: [REDACTED]

International numbers available:

You can [cancel](#) your registration at any time.

Joining information for computer or tablet

Joining information for dialing in by phone. If you plan to attend the Annual Meeting using only the dial in option you will not be able to view the Annual Meeting Video feed.