



How to Join the 2021 Annual Meeting:

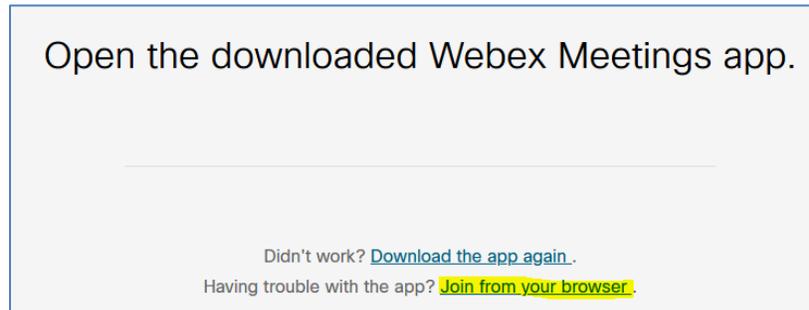
1. You must register to join the 2021 Annual Meeting. If you have not yet registered, please register [here](#). Your registration will be reviewed, and your membership will be verified.
2. Once you have been verified as a member of One Credit Union, you will be approved and then you will receive instructions via email on how to join the meeting:



3. In this email, there will be a green button that says "Join Meeting" – click it!



4. This brings you to a screen that says "Starting Cisco WebEx Meetings."
5. At the bottom of this screen, look for the link that says "Join from your browser" – click it! Or if you have the app, it should open automatically.



6. The next screen asks for your name and email address – please enter and click next.



Enter your information

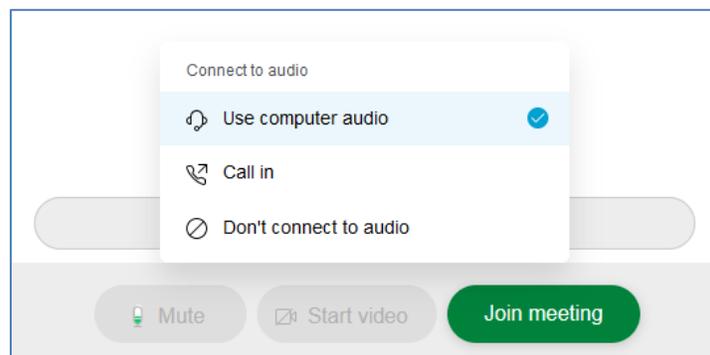
Your full name

Email address

Next

Already have an account? [Sign in](#)

- On the next screen, you will need to adjust your audio/video settings. You can either use the audio through your device, or call in to the meeting using your phone.
 - Please make sure your mic is muted and do not turn on your camera. Click the green "Join Meeting" button to join the meeting.



- If you did opt to call in to the meeting, please call the number on the screen and follow the instructions.
- You have now successfully joined the meeting.

How to Participate During the Meeting:

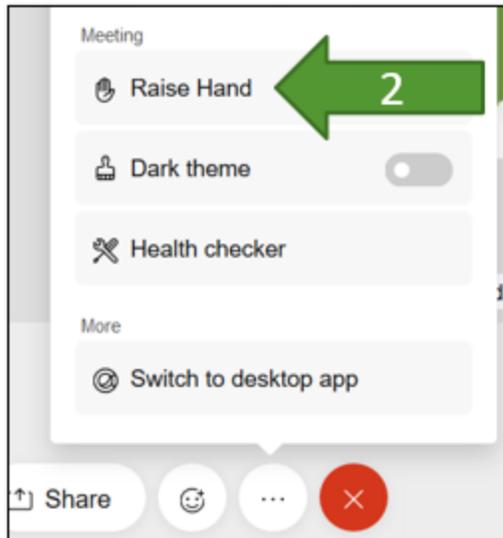
To Speak

- Please do not speak until called upon.
- Raise your hand by clicking button with 3 dots and then click "Raise Hand."



One

CREDIT UNION



3. Wait to be called upon, then unmute your microphone and speak.
4. Lower your hand once finished and mute your microphone.

To Make a Motion or Second in Chat

1. In chat, to make a motion, type: "SO MOVED, [YOUR NAME]"
2. In chat, to second, type: "SECOND, [YOUR NAME]"

To Vote

1. When the Board Chairman calls for "all in favor" a Poll Screen will appear on the right side of your screen.
2. Select the appropriate button
3. Hit Submit at the bottom of the panel.



Polling ×

Time remaining: 4:53
(Your answer may be recorded.)

1. All in favor?

A. Yes

B. No

C. Abstain

Submit

4. The Board Chairman will ask all if ready to close the online poll (or more time needed).
5. Results will then be announced and discussed.

Old/New Business

1. When the Board Chairman calls for any old/new business, raise your hand by clicking the “More Options” button and then click “Raise Hand.”
2. Wait to be called upon, then unmute your microphone and speak.
3. Lower your hand once finished and mute your microphone.