



VIRTUAL ANNUAL MEETING INSTRUCTIONS

Due to current conditions related to the ongoing Coronavirus Pandemic, we will be holding our 71st Annual Membership Meeting virtually on February 16, 2020 at 6PM CST. Members will have the opportunity to attend the meeting virtually via Zoom.

MEETING REGISTRATION

Registration is required to attend our virtual Annual Meeting. Register now by emailing your full name and phone number to marketing@unitedccu.com. Please register for the meeting at least 24 hours in advance to allow time for membership verification.

Once registration has been submitted and membership verified, instructions will be sent via email on how to join the meeting prior to the start of Annual Meeting.

JOINING THE MEETING

On February 16, 2021, registered members will receive an email with two options to join the Annual Meeting – virtually via computer/mobile device or by telephone via calling in.

VIRTUAL- VIEW & HEAR THE MEETING

Join the meeting virtually by clicking the URL provided to you in the instructional email sent to you. Joining the meeting virtually allows you to hear the meeting audio, participate in voting, and view the meeting.

Things you will need:

- PC, Mac, iPad, iPhone, or Android Device
- Stable Internet Connection

Our Recommendations:

- Download Zoom Desktop Client or Zoom Mobile App
- Create a Zoom Log-in
- Log in at least 5 minutes early to ensure your internet connection is clear.

TELEPHONE - HEAR THE MEETING ONLY

Call in to join the meeting by dialing the number provided to you in the email sent to you. Joining the meeting by telephone allows you to listen to the meeting without the need of internet connection or Zoom software

Things you will need:

- Telephone (Landline/Mobile)

Our Recommendations:

- Log in at least 5 minutes early to ensure your phone connection is clear.



ZOOM RESOURCES:

If this is your first time attending a Zoom virtual event, test your connection prior to the meeting by visiting <https://zoom.us/test>.

For a full overview on how to join a Zoom webinar, click [here](#).

In the event of technical difficulties, please contact Zoom Support by clicking [here](#).

DURING THE MEETING

Listen & View Only Mode: All Annual Meeting attendees will join the meeting in LISTEN & VIEW ONLY MODE. While you will be able to see and hear the meeting, your microphones and cameras will be disabled.

Annual Meeting Documents: All Annual Meeting documents can be found on our website here: [71st Annual Meeting](#)

Voting: During the meeting we will ask for motions to approve specific items. During that time, you will have the option to say yes or no to the first and second motion request. Once the motion has been approved, we will continue on to the next item.

ZOOM RESOURCES:

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

In the event of technical difficulties, please contact Zoom Support by clicking [here](#).

QUESTIONS

If you have any questions, call/text the credit union directly at 713-674-5778 or email us at contactus@unitedccu.com.

For a full list of Virtual Annual Meeting Frequently Asked Questions, visit our website at unitedccu.com.