

STANDING ORDERS

1. MANNER IN WHICH THE AGM WILL BE CONDUCTED

The AGM shall be facilitated through the ZOOM electronic platform. The functionalities on ZOOM shall be utilised in order to ensure expedience and proper conduct of the AGM, and any other manner or technology deemed appropriate by the Chair. The AGM meeting will be recorded for minute taking purposes.

2. VOTING

In accordance with Section 82(2) of the Credit Union Act, 1997 (as amended), each member shall be entitled to one vote at any general meeting of the credit union or any adjournment thereof, irrespective of his/her shareholding or the number of accounts in his/her name in the credit union, provided however that, except in voting at elections, the Chair shall have a second or casting vote in the event of equality of voting.

Voting will be by electronic means using the ZOOM platform functionality. The mechanics of the electronic voting process will be explained in more detail at the AGM by the Chair.

Voting by proxy shall be allowed only when a member other than a natural person votes through a representative, who is a member of the group, duly authorised in writing for that purpose and accepted as such by the board of directors.

Any matter to be decided upon by a vote at the AGM shall, unless otherwise expressly provided for by law or the rules, be decided upon by simple majority.

When voting is complete and confirmed, the results shall be announced by the Chair.

3 – 5 ELECTION PROCEDURE

3. Elections to the Board of Directors, to the Board Oversight Committee and the position of Auditor shall be by majority vote and by secret ballot.

4. A list of candidates for the election of the Board, Board Oversight Committee, and the position of Auditor, where applicable, will appear on each member's screen at the AGM.

5. Each member will select/approve their choice of candidate(s) for election from the list provided.

6 – 12 QUESTIONS & MOTIONS

6. Members have been invited to submit questions in advance of the AGM and these will be addressed during the AGM. Members may also submit questions via the ZOOM Q&A function, and these will be addressed during the AGM, or followed up with the member as soon as possible after the AGM.

7. All motions from a member must be received by the credit union no less than 5 days in advance of the AGM in order for the credit union to facilitate the voting process as required.

8. The proposer must acknowledge his/her presence and propose the motion when asked to do so at the AGM by the Chair. The motion must be seconded by a member at the AGM. This will be achieved through one of the allotted functionalities on ZOOM. If the proposer is not present when the motion is called, the motion shall be deemed to have failed.

9. A proposer of a motion may speak for such period as shall be at the discretion of the Chair at the meeting and shall have the right of reply before the motion is put to the meeting for a vote, when called upon to do so by the Chair and for such time as the Chair deems appropriate. In exercising his/her right of reply, a proposer may not introduce new material.

10. The Chair reserves the right of response to all motions and to present a countermotion.

11. Members may comment or raise questions on any such motion and must do so through the Q&A function on ZOOM. Such comments or questions shall be addressed by the Chair/CEO, at the discretion of the Chair.

12. The Chair shall have the absolute right to decide at any time when a motion has been sufficiently discussed and may put the motion to a vote.

13 – 17 MISCELLANEOUS

13. The Chair of the Board of Directors shall be the Chair of any general meeting, except where s/he is not available, then it shall be the Vice-Chair, except where s/he is not available, in which case the Board shall decide amongst themselves who shall act as Chair of any general meeting.

14. To allow for the smooth running of the AGM, all non-presenter participants at the AGM will be muted and have their cameras switched off for the duration of the meeting. Members may submit questions and comments via the ZOOM Q&A function. The Chair may at his/her discretion, address questions or comments submitted through the Q&A function. The Chair will endeavour to address all questions and comments, but in the interest of expedience and the proper conduct of the meeting, some questions may need to be followed up after the AGM.

15. In order to ensure the AGM proceeds efficiently and to ensure that as many members as possible have the opportunity to contribute, members will generally be limited to submitting a total of three points or questions on matters on the Agenda. The Chair will endeavour to accommodate members wishing to raise further points or questions on matters on the Agenda under “Any Other Business”.

16. Matters not covered by the Agenda may be introduced under “Any Other Business” at the discretion of the Chair.

17. The Chair’s decision on any other matter relating to these Standing Orders or interpretation of same shall be final.

18. SUSPENSION OF STANDING ORDERS

Any one of these Orders or all of these Standing Orders may be suspended on a motion to this effect receiving a two-thirds majority of those present and entitled to vote.

19. ALTERATION OF STANDING ORDERS

Standing Orders may be amended or altered at a general meeting and only if a motion to this effect has received a two-thirds majority of those present and voting.

20. ADJOURNMENTS

Adjournments of the AGM shall take place only in accordance with Section 80A and Section 81(1) of the Credit Union Act,1997 (as amended).