

GAIRLOCH BOAT CLUB 2021 AGM. 8th March 2021, 19:00 hrs

Email to Members on attending On-Line Zoom AGM.

This email explains how to access the Online Zoom Meeting, maximum duration 40 minutes.

1. In the email from the Chairperson there will be a link to the Meeting.
2. If you haven't tried this before, you could click on the link & it will ask you to download the app, but you don't need to set up a Zoom a/c.
3. On the day of the AGM, if you are using a PC, a minute or two before the Meeting starts click on the link which will take you to the Zoom meeting.
4. If you are using an iPad press on the Link
5. A window may open up asking you to select "Start Video. Select Zoom".
6. The Chair of the Meeting will see you are waiting & will admit you.
7. The Secretary will record who attends and the votes cast.

The Meeting will last just long enough for the Agenda Business to be concluded.

As the time allowed is so limited it will not be possible to accept any additional items other than those on the Agenda.

You will have a chance to submit any questions or ideas to the Secretary prior to the AGM.

At the time of the Zoom Meeting if you are having difficulties you can ring Phil on 01445 712094.

There are 3 ways of voting:-

1. During the Meeting the Chair will ask the attendees for their vote.
The Secretary will record the votes.
2. An email sent to the Secretary before the Meeting **by Monday 1st March.**
3. By completion of a Proxy Voting Form returned to the Secretary
4. **by Monday 1st March.**

Regards, *Phil Youell, Secretary Gairloch Boat Club.*

Gairloch Boat Club is a Scottish Charitable Incorporated Organisation.
Charity number SC050456.