



**Model Standing Orders for Credit Unions for
Virtual/Hybrid
Annual General Meeting (ROI)**

1. Voting

Each member shall be entitled to one vote irrespective of his/her shareholding, in accordance with section 82(2) of the Credit Union Act, 1997 (as amended).

Due to the fact that this year's AGM will be a virtual /hybrid meeting, voting on motions and elections will be by a combination of physical balloting and electronic means.

Members will have been issued with a unique link to join the AGM remotely. When voting is to take place, a voting box will appear on the screen for each member who has joined the meeting. The text on the screen will give directions as to how a vote can be cast. The voting screen shall stay open for a maximum of twenty seconds to allow sufficient time for members to vote.

2. Election Procedure

When nominations are announced voting procedures and instructions shall be distributed. The mechanics of the virtual voting process will be explained in more detail at the AGM by the Chair. Elections shall be in the following order:

- (a) Election of auditor;
- (b) Election for membership of the board of directors; and
- (c) Election for membership of the board oversight committee.

When the votes have been counted by the tellers, the results shall be announced by the chair.

3 - 4 Motions

3. Members will be permitted to move motions from the floor but should give the credit union advance notice in order permit a smooth and efficient management of this process where the meeting is being held in hybrid form.
4. The Chairman's decision on any matter relating to these Standing Orders or interpretation of same shall be final.

5 - 9 Miscellaneous

5. The Chairperson of the credit union shall be the Chairperson of any general meeting, except where he/she is not available, in which case it shall be the Vice-Chair, except where he/she is not available, in which case the Board shall decide amongst themselves who shall act as Chair of any general meeting.
6. The Chairman may at his/her discretion, extend the privilege of the floor to any person who is not a member.
7. Matters not covered by the Agenda may be introduced under "Other Business" at the discretion of the Chairman. At a hybrid AGM, this may not be practical, however, the option may be invoked if required.
8. The Chairperson shall have a second or casting vote in addition to his/her own vote on matters other than voting at elections where there is an equality of votes (Standard Rule 99(1)).
9. 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 majority vote.

10. **Adjournments**

Adjournments of the AGM shall take place only in accordance with section 81(1) and the provisions concerning notice, voting and quorum are also set out in section 81 (and the new section 80A inserted by the Finance (Miscellaneous Provisions) Act 2020).