

SCCCU Special Meeting of the Members
Meeting Rules

Friday, August 13, 2021

As provided under the most recent edition of Robert's Rules of Order, in order to facilitate an electronic meeting, which we believe will provide for safety for participants considering the ongoing COVID-19 pandemic and state of emergency, and for greater engagement from members who may have a difficult time coming from outlying areas of the Credit Union's service area, the Credit Union has adopted these Rules.

1. The Recording Secretary has notified every SCCC member (effective the Board-approved record date of June 30, 2021), of the Special Meeting of the Members called by the Board of Directors. The notifications were sent out at least 10 days prior to the meeting date.
2. Members of SCCC are asked to pre-register (<https://sccu.org/landing-pages/special-member-meeting>) for the special meeting to confirm their membership in the Credit Union and to provide their name and email address which are necessary for accessing the meeting. A unique link will be emailed to each pre-registered/approved member of the Credit Union the morning of the special meeting.
3. SCCC staff will open the virtual meeting at least 15 minutes prior to the official start time of the special meeting.
4. Members present only by telephone will not be able to be authenticated as members, and so will not be able to use the Q & A or polling functions; accordingly, they will not be able to vote on any matter or ask to be recognized by the Chair for any purpose. Any member providing their login credentials or participant ID to another person, particularly any nonmember, shall have their participant ID immediately removed.
5. The presence of a quorum shall be established by review of the online list of participating members present, unless any member demands a quorum count by audible roll call. Such demand may only be made following any vote for which the announced totals add to less than a quorum.
6. Each member is responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented participation in the meeting.
7. The Chair may cause or direct the disconnection or muting of a member's connection if it is causing undue interference with the meeting. The Chair's decision to do so, which is subject to an undebatable appeal that can be made by any member, shall be announced during the meeting and recorded in the minutes.
8. The Special Meeting agenda is available at (<https://sccu.org/8base/files/b3/b3e733ff-e5a9-47b4-abf2-01fa93fbb634.pdf>) of the SCCC website. Please note- No business other than the noticed business may be properly discussed at the meeting. Voting by the members is limited to topics properly brought before the members under the California Financial Code, Corporations Code, and the Credit Union's Bylaws, or for advisory votes providing the Board of Directors the nonbinding opinion of the members present. Note that the members do not have the power to reverse decisions of the Board of Directors as to business decisions not designated as reserved to the members by the Financial Code, Corporations Code or Bylaws.

9. The meeting is scheduled for two (2) hours. The meeting will adjourn at 2 pm on August 13, 2021.
10. To seek recognition by the Chair, a member shall pose their question into the Q & A feature of the virtual meeting. The Chair and Parliamentarian will review inquiries or statements to determine proper recognition. As much information as possible should be provided in the Q&A feature as to allow the Chair to determine the appropriateness of recognizing the member.
11. To respect the number of members who may wish to speak, any member recognized by the Chair for debate or to make a motion is limited to three (3) minutes of debate, which time the Chair may extend to five (5) minutes in the Chair's discretion. Members may rise for debate on any topic once, except as may be necessary in the Chair's discretion to respond to debate about a motion made by the member requesting to be recognized.
12. A member who intends to make a motion or request that under the rules may interrupt a speaker shall post said motion or request using the Q & A feature, as well as a notation why they believe their motion or request may interrupt the speaker with the floor.
13. A member intending to make a main motion, to offer an amendment, or to otherwise provide language to be considered by the members shall, before or after being recognized, post the motion in writing to the Q & A section of the meeting.
14. Note that the voting feature of the virtual meeting may take up to several minutes to load a live question for voting by the members. Delays as a result of unscheduled motions or dilatory procedural matters should be avoided to provide time for the members to speak on the business of the meeting.
15. If a vote of the membership is called, the Polling feature will be activated. Within a minute of the Chair stating the question, staff will create a poll and post it to the screen for all participants to vote in favor, oppose or abstain. The Chair's announcement of the voting result shall include the number of members voting on each side of the question and the number, if any, who explicitly respond to acknowledge their presence without casting a vote. Business may also be conducted by unanimous consent.