**Virtual Annual General Meeting (AGM)**

**Frequently Asked Questions**

1. **Q: Will there be an in-person option for this meeting?**

A: No. Due to regulations and restrictions implemented by the provincial government on gatherings, we are unable to host an in-person meeting, and have opted to provide the information through this online format for this year. We understand that this change may not be convenient for all of our membership, and hope that you will be able to join, either by phone, or through your internet provider. A copy of the Financial Statement will also be available after the virtual meeting by download from our website if you are unable to join.

1. **Q: Do I have to have an email address to register for the AGM?**

A: Yes. As log in information as well as your username and password will be sent out by email, we do need this information in order to register members for the AGM.

1. **Q: What is Zoom?**

A: Zoom is a cloud-based video conferencing service used to allow virtual (or online) meetings with others, either by video, audio-only or both.

1. **Q: Will I need to download a Zoom program?**

A: Yes. Included in the email with your log in information, you will receive a link to download the program to your computer, or the app to your phone or mobile device. You will need to install this in order to join the meeting.

1. **Q: What is Data On The Spot?**

A: Data On The Spot (D.OT.S.) provides a tool that gives us the ability to receive immediate feedback from attendees on elections and voting on special resolutions.

1. **Q: When will I receive the email with log in information for the meeting?**

A: Log in information will be sent out by D.O.T.S. to all registered members during the week of October 12, 2020. Please ensure you check your spam or junk folders, and if you do not receive your log in information by October 15, 2020, please contact our office to confirm that we have your correct email address and contact information.

1. **Q: How do I ask a question during the virtual AGM?**

A: During the Zoom meeting, you will have access to a chat feature, you can submit questions through this feature, and they will be moderated and answered during the questions portion of the meeting.

1. **Q: Can I vote for my spouse/partner?**

A: No. Voting is open for registered members of Four Rivers Co-operative. Only the registered member is eligible to vote in elections and on special resolutions.

1. **Q: I am the owner/operator of a company, who is able to cast our vote?**

A: Voting will be open for companies to vote as they would at our in-person meetings. The owner/operator or registered authority of the company can cast votes. Only one vote per company.

1. **Q: I don’t have a membership with Four Rivers Co-operative, can I still**

 **register?**

A: Yes. Our AGM is open for to the public. However voting is reserved for members. If you would like to vote, we welcome you to open a membership with us.

1. **Q: I don’t have a stable internet connection, can I still take part in the**

 **meeting?**

A: Yes. Members will have an option to call-in for audio only of our meeting, as well there will be an opportunity for members to cast their vote by phone. Call-in information will be provided with the log-in information from Data On The Spot.

1. **Q: I may not be available for the date and time of the meeting, can I vote**

 **early?**

A: No. Due to the regulations in the Co-op Act, voting can only be done during our AGM.

1. **Q: How do I nominate myself or another for a position on the Board of**

 **Directors?**

A: Nomination packages will be available for pick up at administration, Prince George, Quesnel, Houston and Terrace branches. As per Four Rivers Co-operative rule 79 (2), nomination forms must be received by the administration office no less than 14 days prior to the meeting date. This year that cut-off date is 5:30pm on October 5, 2020.

1. **Q: How do I get a copy of the Member AGM Newsletter?**

A: Copies of our newsletter are available at each of our manned locations, as well as for download from our website. Visit [www.fourriversco-op.crs](http://www.fourriversco-op.crs) to get your copy.

1. **Q: Why does Four Rivers Co-op need to collect this personal**

**information to register me for the AGM?**

A: Your personal information will be collected and used for the sole purposes of confirming your membership, registering you for our virtual AGM, and providing you with your login credentials for the virtual AGM and will not be sold or provided to any other entity, nor used for marketing purposes.

1. **Q: I have had my equity paid out due to moving or being over-age, can I**

 **still register to vote?**

A: No. Our AGM is open to all current members of Four Rivers Co-operative. If you have a balance in your equity account, you are eligible to join and vote. If your account has a $0 balance, your account is considered inactive, and you are not eligible to vote.