

## **Meeting Conduct for the** **LKO AGM Zoom Call**

Below are some things to think about when you are joining our upcoming LKO AGM Meeting

- 1) Please pack your patience- we are new to all of this!
- 2) All participants will be muted and video disabled for the duration of the meeting. This will give us a better screen quality/zoom connection.
- 3) Questions: Participants will have access to the “Chat” function, where they may pose written questions of the presenters. At the end of each presentation, your questions will be read aloud by a LKO Board Member.
- 4) All Votes will be taken by an electronic poll on zoom

**We highly encourage you to submit your written questions in advance of the meeting so we can address as many questions as possible in the presentation.**

**Deadline for submitting questions to [president@lko.ca](mailto:president@lko.ca) is October 9th at 6:00pm.**