

Key Information About This Year's Annual Meeting:

- **WHEN:** Sunday, May 19th, 11:30am (shortly after the worship service concludes). The meeting typically lasts about 2-2 ½ hours. The **warrant** (agenda), **budget** and **Annual Report** are on the [First Parish website](#). Paper copies will be available in the sanctuary.
- **FORMAT:** hybrid: both in person in the First Parish sanctuary and online via Zoom.
 - To join via Zoom, register at <https://tinyurl.com/FPUUAnnualMeeting2024> to get the link. Annual meeting does NOT use the worship Zoom link.
- **CHILDCARE:** Childcare will be provided. Please email clerk@firstparish.info to request childcare. There will be at least two caretakers on site from 11:30-2:00.
- **FOOD:** Lunch (\$5) will be sold by the youth as a youth group fundraiser.
- **ZOOM actions:** Zoom participants will be able to vote. They may submit brief written comments in advance (see below). They will NOT be able to speak at the meeting due to our tech limitations
- **SPEAKING/MAKING STATEMENTS:**
 - **In the Sanctuary**, you may speak about warrant articles as directed by the Moderator. See these [Tips for Speaking at a Congregational Meeting](#)
 - **If you are on Zoom**, or not able to attend, and wish to have a statement read, email a statement of **less than 150 words** about a specific warrant article by **FRIDAY May 17th** to clerk@firstparish.info. Note: only a sampling of statements may be read.
- **VOTING:** Reminder: per First Parish bylaws, only members may vote, and **voting by proxy is NOT allowed**. Members must be in the sanctuary or on Zoom for each vote.
 - IN PERSON VOTING:** paper ballots or voice votes
You will receive a paper ballot for the following votes:
 - Electing officers
 - Reckoning & Repair Affirmation
 - Indigenous Justice Working Group Land Acknowledgment
 - All other votes will be voice votes
 - ZOOM VOTING:** Yes/No or Poll votes:
 - Zoom polls will be used for votes done by in person paper ballots
 - Zoom yes/no responses will be used for voice votes
- Instructions will be provided during the meeting
- In person and Zoom votes will be added together.
- **WHO'S WHO:**
 1. Who organizes the Annual Meeting? **The clerk** clerk@firstparish.info
 2. Who facilitates the meeting on the day of? **The Moderator**
 3. Who will assist with the process, which follows Robert's Rules of Order? **The Parliamentarian**
 4. Who organizes the Annual Reports? **The Office Manager** ebiere.omoregie@firstparish.info
 5. Who should I thank? **Everyone**. First Parish is self-governed, so we all deserve thanks!