

Area 15 Re-naming Announcement:

We will be utilizing the “renaming” system for our Area Business Meeting on Sunday. The legend is similar to what we used in July and October though there have been some changes/additions. Please take the time to read this announcement in its entirety.

As always, a full roll-call will be taken at the start of our Area Business Meeting. This will assure that each district has an accurate vote count and that we maintain the integrity of our vote count throughout the day. Renaming can be completed prior to entering the meeting (inside your zoom account) or as you enter the meeting itself (in the break-out room). It would be most helpful to the process if you could utilize the legend below to rename yourself prior to entering the meeting. The virtual platform we are using (Zoom), offers free accounts, which offer you the option to rename yourself in your account directly and will stay in place for the entire Quarterly Assembly. Without an account, you are still able to rename yourself, but will need to make the name change each time you enter a new meeting. Once the meeting room is opened, you will be ushered into a District break-out room, where each District will conduct their vote count. Once this process is complete, everyone will be ushered back to the main meeting room for the meeting. It is important to be early to each meeting, as the process takes time to be completed properly. Please note that when you are invited to join a breakout room, you will need to accept the invitation in order to move into the room. The renaming structure is outlined below, this format is designed to reflect each member’s Voting status, District, Name, Position and to identify those members that will be utilizing the Spanish translation.

The Renaming Format will be as follows: **District Voting members:** Name will include a 1 (for voting member), district (ex: D3), District position (please use the position that qualifies to vote), and name (ex: Suzie T). There should be no spaces in the name so it will read: 1D3GSR SuzieT. **Area Voting Members:** Name will include a 1 (for Voting member), Area (A15), Position (ex: Corrections Chair), and name (ex: Penelope I.) There should be no spaces in the name so it will read: 1A15CorrectionsChairPenelopeI. **Non-Voting Members (District or Area):** Name will include a 2 (for non-voting member), your district (ex. D4), your position (ex. Guest) and your name (ex. Tom P.). There should be no spaces in the name so it will read: 2D4GuestTomP. **Past Delegates:** Name will include a 2 (for Non-Voting

member), Area served (ex: A15), Position (Past Delegate) and name (ex: Harry R.). There should be no spaces in the name so it will read: 2A15PastDelegateHarryR.

Spanish Linguistics Interpretation: For our attendees who will be utilizing our Interpreter Services – please follow the above legend with the exception of the first number – for Voting members, please replace the “1” with a “3”, and for non-voting members, please replace the “2” with a “4”. All other information remains the same. Ex: 3D3GSR SuzieT. or 4D3Guest SuzieT.. **Guests:** For those guests visiting Area 15, we welcome you and ask that you please follow the renaming requested for our non-voting members above (2A10AltChair SuzieT).

The Virtual Sub-committee will be available to assist at all times. We will have members available to assist you inside the break-out rooms, as well as a help desk on call to answer questions. Our help desk phone number is (970) 231-8880, please feel free to text or call this number should you have any problems entering a meeting.

We thank you for your partnership in handling these technicalities – this will allow Area 15 to conduct our Spiritual business in a virtual environment.