

Area 15 Re-naming Announcement

The meeting room will open @ 8am Sunday morning, please log in as early as you can as it takes time to move everyone into the breakout rooms and complete registration before we start the business meeting @ 9am. Upon entry, you will be invited to join your district breakout room. Please accept this invitation and move into the break-out room so that an accurate vote count can be established. 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). If you change your name in your zoom account directly, the name will be retained throughout the assembly weekend. 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: 1D3GSRsuzieT. **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 except for 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: 3D3GSRsuzieT. or 4D3GuestsuzieT.. **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 (2A10AltChairSuzieT).

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 (813) 597-1655**, 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.