



Maine Credit Union League

Annual Meeting Guidance for Federally Chartered Credit Unions

As annual meetings are impermissible under state orders banning large gatherings, and because of the risk that these meetings could pose members, the NCUA has offered flexibility to hold alternate types of meeting.

Effective March 20, 2020, credit unions may adopt the bylaw amendment listed below by a two-thirds vote of the Board of Directors.

Section 6. Emergency exception to in-person quorum requirement. This credit union may hold its annual meeting of the members, and special member meetings for authorized purposes other than member expulsion under Article XIV of these bylaws, virtually¹ and without an in-person quorum if all of the following conditions apply and are certified in meeting minutes by a resolution of the majority of a quorum of the board of directors:

- *At least one of the following is located in an area where a federal, state, or local authority has declared a state of emergency or major disaster:*
 - a. *all or part of a community the credit union serves; or*
 - b. *the credit union's headquarters.*
- *The credit union has the technological capacity to facilitate virtual meeting attendance, voting, and participation.*
- *Members receive at least seven days' advance notice of the change to a virtual meeting format and appropriate instructions for how to join, participate, and vote during the virtual meeting.*
- *The NCUA has issued general or specific guidance notifying the credit union that it is appropriate to invoke this bylaw provision.*

A credit union must be able to meet all of the above conditions, the NCUA provided general guidance in [Letter to Federal Credit Unions, 20-FCU-04](#) that it is currently appropriate to invoke this bylaw provision. The provisions have been extended into 2021.

The FCU Bylaws allow for four methods of holding elections, including elections by electronic means. In addition, a FCU may change the date of their annual meeting with a two-thirds vote of the board without NCUA approval.