IN PREPARATION FOR ASSEMBLY OCTOBER 2-4, 2020

1. The Assembly Agenda will be posted on the October Assembly webpage on September 7, 2020. DRs please inform and share with your GRs via email or at a District Meeting before Assembly and critical cutoff dates.

2. Remember this is the Election Assembly and it is the outgoing GRs that will be responsible for voting in the new Area Officers and Coordinators for incoming Panel 61. Please read and share with your voting GRs the AFG Area 9-Florida North Procedures, Excerpt from Area Elections - Elections Conducted Virtually. The document is posted on our Area website, on the Area Doc Library page at: www.afgarea9.org/area-doc-library and also on our virtual Assembly webpage www.afgarea9.org/assembly-2020-oct. *Please ensure that your voting outgoing GRs are familiar with the procedures prior to Assembly.*

3. Reports: Report deadline is Wednesday, September 23, 2020.
   DR/DISL combined reports, Coordinators, Event Chairs please have your reports sent in PDF form to Pat A., Technology Coordinator at (technology58@afgarea9.org) by that date. There will be no verbal reports as with other Virtual Assemblies at least at this time.

4. DRs, when the Secretary does the roll call, as he introduces your name, as we have done before, raise your blue hand, unmute and share how many GRs (voting) and non-voting (guests and GEMs) you are hosting. Again, we will not have the traditional introduction by DRs of their GRs by group due to time constraints.

5. Registration will be available online from Monday, September 7, 2020 until Monday, September 28, 2020 at 5:00 PM. Registration is required by all attendees for entrance to the meeting. No voting member will be permitted into the meeting as late comers after 8:00 PM on Friday, October 2, 2020. Online registration can be done by visiting www.afgarea9.org/events. If you feel the need for any training, please contact Pat A., Technology Coordinator, prior to the meeting. And again, all attendees must register, so if you are inviting guests or GEMs they must register as well.

6. Once again, the Election Procedures are posted on the Assembly webpage. Please review with your GRs prior to the meeting either via email or at a District Meeting.

7. The Discussion Procedures and Electronic Etiquette will additionally be posted on the Virtual Assembly webpage.

8. Please have your Service Manual available.

"It takes one person to start something, but many more to keep it going"., Lois W. MJOJ, Pg, 262

9/7/2020 DMC