**The Woodridge Congregational Church annual meeting** is scheduled for January 30, 2022 and will begin immediately after worship. The meeting will be held in the sanctuary thus allowing for proper social distancing. This meeting will be in person while still accommodating those that do not feel comfortable attending in person as well as our community that regularly worships via the online services.

1. The annual report will be finalized, completed and available by January 21, 2022 via email/website/regular mail. Additionally, there will be hard copies of the annual report available at church by January 23rd. The congregation is invited to read everything ahead of time and direct any questions they may have to the appropriate team leaders prior to the annual meeting so the question can be addressed.

2. A paper ballot and return envelope will be included with the *limited number* of annual reports that are being mailed out; most members will receive an emailed report with a printable ballot, which will allow voting on the specific items requiring a vote:

- a. budget;
- b. nominations;
- c. capital spending request

3. WCC members not able to attend or not comfortable attending in person can submit their paper ballots prior to the meeting on January 30, 2022. These ballots will be counted and added to the in-person vote count by the clerk.

4. In order for the meeting to proceed, the only in person presentations and in person voting will be for the 2022 budget, nominations and capital request. All other reports will not be read but questions not addressed ahead of time will be welcomed on any other subject that might come up from the in person attendees and those questions addressed to the appropriate team leader.

5. The meeting will need to be completed by 11:40 am and we will have to be out of the sanctuary by 11:45 am in order to get the sanctuary ready for the Korean Church. Pastor Scott has indicated that the worship service will be completed by 10:45 am and this will allow approximately 45 to 50 minutes for the annual meeting.

Please direct any questions regarding the Annual Meeting to Carmen Steinbrecher or Pastor Scott.