

Online Meeting Guide

AusCycling AGM

10 MAY 2025, 13:00 AEST



Attending the meeting virtually

Those attending online will be able to view a live webcast of the meeting.

Registered Club Voting Delegates and Proxyholders can ask questions and submit votes in real time.

To participate online, visit <https://meetings.lumiconnect.com/300-522-058-932> on your smartphone, tablet or computer.

You will need the latest versions of Chrome, Safari, Edge or Firefox. Please ensure your browser is compatible.

To log in, you may require the following information:

Meeting ID: 300-522-058-932

Registered Club Voting Delegates

- Your unique log-in details have been emailed to you. If you experience any issues please contact agm@auscycling.com.au

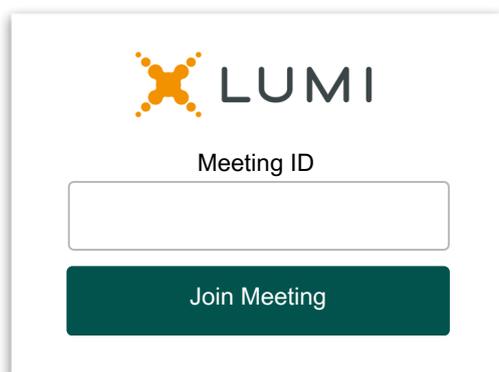
Guests

- Life Members, Individual Members, Directors, Staff

To register as a guest, you will need to enter your name and email address.

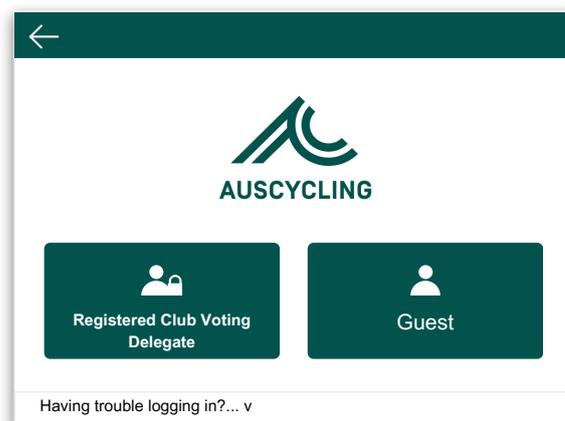
Registering for the meeting

- To participate in the meeting, follow the direct link at the top of the page. Alternatively, visit **meetings.lumiconnect.com** and enter the unique 12-digit Meeting ID, provided above.



The screenshot shows the LUMI meeting registration interface. At the top is the LUMI logo, which consists of an orange 'X' shape made of dots followed by the word 'LUMI' in a bold, sans-serif font. Below the logo is the text 'Meeting ID' above a white rectangular input field. At the bottom of the form is a dark green button with the text 'Join Meeting' in white.

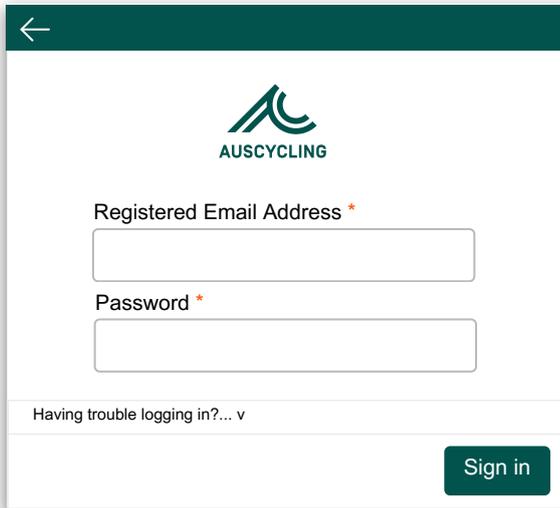
- To proceed into the meeting, you will need to read and accept the Terms and Conditions and select if you are a Registered Club Voting Delegate or a Guest. Note that only Voting Delegates and Proxies can vote and ask questions in the meeting.



The screenshot shows the AusCycling meeting selection screen. At the top is a dark green header with a white back arrow icon. Below the header is the AusCycling logo, which features a stylized 'A' and 'C' in dark green above the word 'AUSCYCLING'. Below the logo are two dark green buttons with white icons and text. The first button has an icon of two people and the text 'Registered Club Voting Delegate'. The second button has an icon of a single person and the text 'Guest'. At the bottom of the screen is a small link that says 'Having trouble logging in?... v'.

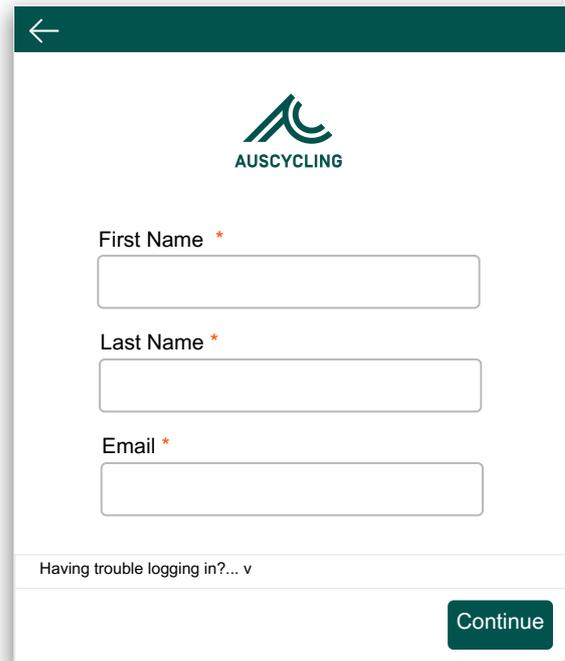
3 Registered Club Voting Delegates, enter your Registered Email Address and Password and press Sign in.

To register as a Proxyholder, you will need your username and password as provided by AusCycling. In the 'Registered Email Address' field enter your username and in the 'Password' field enter your password and press Sign in.



The screenshot shows a mobile app interface for the AusCycling login page. At the top, there is a dark green header with a white back arrow on the left and the AusCycling logo in the center. Below the header, the text "Registered Email Address *" is followed by a white input field. Underneath, "Password *" is followed by another white input field. At the bottom left, there is a link "Having trouble logging in?... v". At the bottom right, there is a dark green button with the text "Sign in" in white.

To register as a Guest, enter your name and other requested details and press Continue.



The screenshot shows a mobile app interface for the AusCycling registration page for guests. At the top, there is a dark green header with a white back arrow on the left and the AusCycling logo in the center. Below the header, the text "First Name *" is followed by a white input field. Underneath, "Last Name *" is followed by another white input field. Below that, "Email *" is followed by a third white input field. At the bottom left, there is a link "Having trouble logging in?... v". At the bottom right, there is a dark green button with the text "Continue" in white.

Watching the meeting

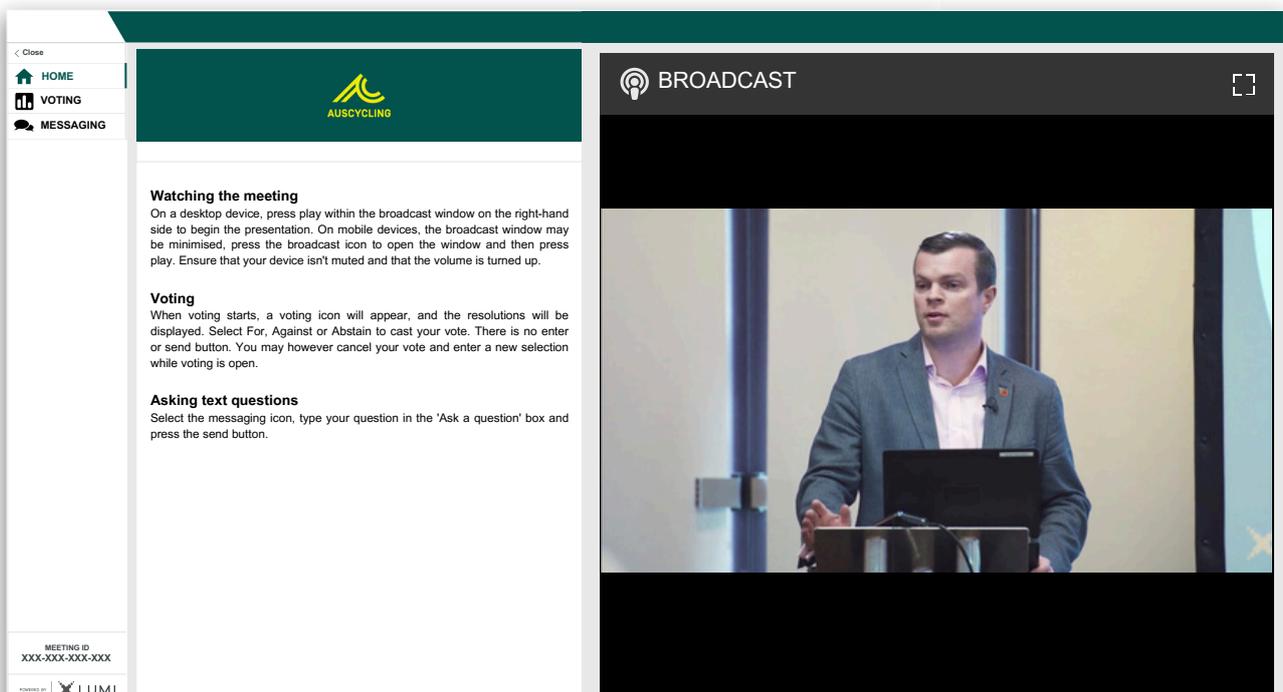
4 On a desktop/laptop device, you will see the home tab on the left, which displays the meeting title and instructions. The webcast will appear automatically on the right. Press play and ensure your device is not muted.



You can watch the webcast full screen, by selecting the full screen icon.



To reduce the webcast to its original size, select the minimise icon.

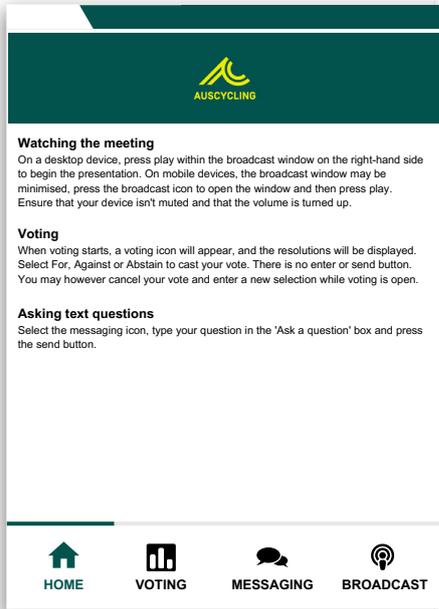


The screenshot shows a desktop/laptop view of the AusCycling meeting interface. On the left, there is a dark green sidebar with a white back arrow at the top and three menu items: "HOME" with a house icon, "VOTING" with a ballot icon, and "MESSAGING" with a speech bubble icon. Below the sidebar, there is a white area with the AusCycling logo and the text "Watching the meeting". Underneath, there are three sections: "Watching the meeting" with instructions, "Voting" with instructions, and "Asking text questions" with instructions. At the bottom left of the sidebar, there is a "MEETING ID" field with the text "XXX-XXX-XXX-XXX" and a "POWERED BY" field with the LUMI logo. On the right, there is a large video player window with a dark green header containing a white back arrow, a white speaker icon, and the text "BROADCAST". The video player shows a man in a blue suit speaking at a podium. At the top right of the video player, there is a white full-screen icon.

5 On a mobile device, select the Broadcast icon at the bottom of the screen to open the webcast. Press play and ensure your device is not muted.

During the meeting, mobile users can minimise the webcast at any time by selecting one of the other icons in the menu bar.

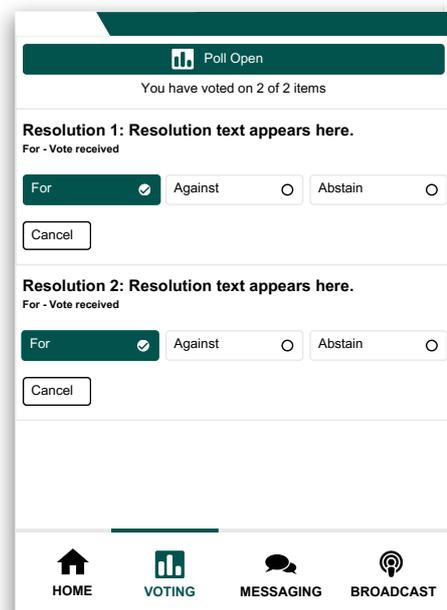
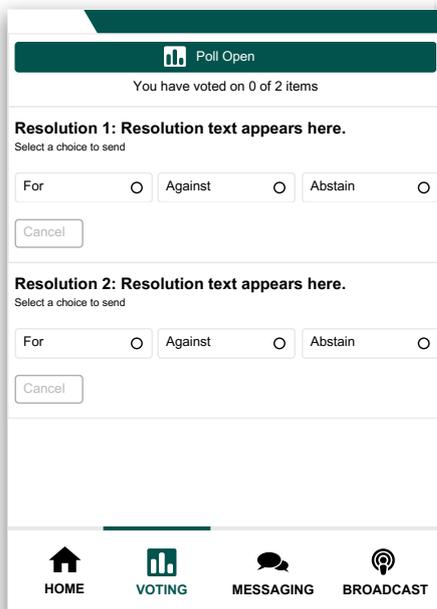
You will still be able to hear the meeting while the broadcast is minimised. Selecting the Broadcast icon again will reopen the webcast.



Voting

- 6** For Registered Club Delegates only. When the Chair declares the poll open:
- A voting icon  will appear on screen and the meeting resolutions will be displayed.
 - To vote, select one of the voting options. Your response will be highlighted.
 - To change your vote, simply select a different option to override.

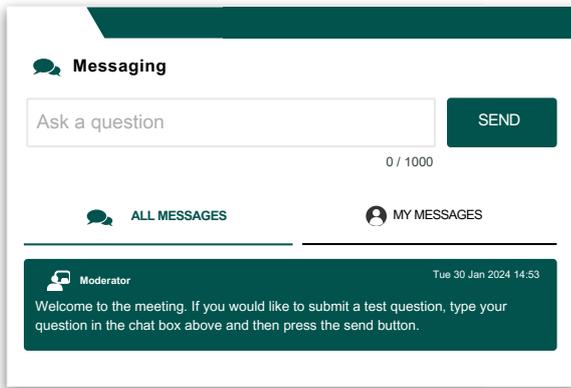
There is no need to press a submit or send button. Your vote is automatically counted. Votes may be changed up to the time the Chair closes the poll.



Text Questions

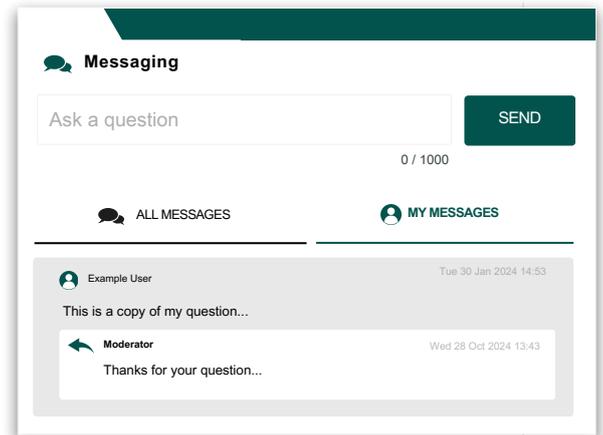
7 For Registered Club Delegates only. To ask a written question, tap on the messaging icon , type your question in the box at the top of the screen and press the send button .

Confirmation that your message has been received will appear.



8 Questions sent via the Lumi platform may be moderated before being sent to the Chair. This is to avoid repetition and remove any inappropriate language.

A copy of your sent questions, along with any written responses, can be viewed by selecting "MY MESSAGES".



 **Home tab** - Displays meeting instructions

 **Voting tab** - submit or change votes

 **Messaging tab** - Submit written questions or comments

 **Documents tab** - View documents relating to the meeting, if available

Need help?

If you require assistance before or during the meeting,
please email agm@auscycling.org.au.