

The Heinlein Society is running its Annual Meeting as a teleconference with online materials for the third year in a row. We will be discussing results of our 2016 work, announce the results of our elections, and briefly talk about our plans for the 2017 year, which officially starts for us September 1st. While all members are invited to participate, if any votes are taken only Regular members may vote.

The minutes of last year's Annual Meeting are available here <http://www.heinleinsociety.org/2016/09/2015-annual-meeting-minutes/>: To participate, dial the phone number below and then enter the participant code when prompted.

To see presentation materials for the meeting you must **also** log on through the URL below. If you have ever used a teleconference service with a "GoToMeeting" or "WebExMeeting" this is a similar process.

To Participate:

On September 11, 2016, shortly before 4:00 p.m. EDT/ 1:00 p.m. PDT dial into:

Phone: [712-432-0075](tel:712-432-0075)

Participant Code: 448547 and then enter the "#" symbol

VOIP Link (this lets you listen to the phone call portion for free over the computer if you have a good speaker and microphone--but results can be mixed with sound quality for you and for others to hear you speak):

<http://www.freeconferencing.com/flash-phone.html> then pick the phone number and access code above.

(International callers may use the VOIP link or use their preferred international calling service to the phone number above. Pennytalk.com may be of interest if you do not routinely use such a service.)

To view the materials that are being discussed as they are being discussed, you need to ALSO be running the Free Screen Sharing application at the same time. You do NOT need to absolutely do this to participate in the meeting. To use Free Screen you will need to download their software. It's free.. You should do this before the meeting.

You will get the fewest prompts by using Internet Explorer as your web browser. Firefox works fine too. Google Chrome browser users cannot use the Free Screen Sharing application without a few workarounds. If you are not comfortable with the differences in web browsers then we recommend you download the presentation at the link below and follow along with the teleconference conversation.

: <http://www.heinleinsociety.org/2016/09/2016-annual-meeting-slides/>

When you click on the link below for the first time it will ask you to download software. You may need to disable virus scanning software or add to your computer's

firewall setting for the application to work. Look for popup windows or boxes that ask you if it is OK to Allow or make changes the first time you connect to the meeting.

PLEASE type in the "User" name in the Free Screen Sharing application to be the name we have for your Heinlein Society membership, as that is how we will first attempt to take a Roll Call.

ScreenSharing Link: <http://www.freeconferencing.com/meetings/930-720-518>
(You need software to be able to see the presentation. If you are not able to be near a computer with an internet connection at the time of the meeting you may download the slide package at this address : <http://www.heinleinsociety.org/2016/09/2016-annual-meeting-slides/> after 9/2/2016 and follow along with the phone meeting.)

We will guide you through the open question-and-answer session periods with specific instructions on how to contribute when the time comes during the meeting.

We wish to start promptly at 1:00 PM Pacific Daylight Time, but that depends on achieving a minimum quorum at that time. Please try to call in 5-10 minutes early, in case there are problems phoning in. When you phone in, your name will be taken and membership status confirmed as part of "sign in." Please read the 2015 Minutes beforehand. Consideration of last year's Minutes is required, but we prefer not to use up meeting time (and people's phone bills) to read them *in situ*.

As required by Article IV, Section 1, of the Bylaws of The Heinlein Society (PDF file at <http://www.heinleinsociety.org/bylaws/>), the Annual Meeting of the General Membership of The Heinlein Society will convene on **Sunday, 11 September 2016, beginning at 1:00 PM Pacific Daylight Time**. If you are in a different time zone, you are encouraged to make use of the "World Clock" internet sites to double-check (including the use of Daylight Savings Time) the start time in your area. The email distribution and website posting of this Notice satisfy the requirement of timely notification in Article IV, Section 4.

To participate in the Annual Meeting, you will be asked to (a) register with the teleconferencing service via your computer; (b) use a log in name that is obviously similar to your name on the membership rolls; (c) separately phone in to one of the provided phone numbers; and (d) read the Data Package, before the Meeting begins, that will sent out about a week before 11 September, containing the Meeting Agenda, Minutes from the 2015 Annual Meeting, and the various reports by the Board. As you log in, your name will be checked off against our membership list for the purpose of determining attendance and Quorum, even if you leave mid-meeting. Some people have experienced problems registering and logging in the first time, so we encourage that part of the process to be done well before the start time; you can do the actual phoning in a few minutes before the start time.

Visitors are welcome, but according to the Bylaws only regular members (US\$45.00 dues paid anytime between 12 September 2015 and 11 September 2016) or Lifetime

members may vote at the Annual Meeting. Motions and seconds will be entertained by open microphone. Because a mass voice vote may be difficult on the teleconferencing service, we will probably ask for votes in the negative, e.g., “Are there any objections to....” If there are no objections the motion will be recorded in the Minutes as “by acclamation.” If a split vote occurs, we will poll on audio by name from the attendance roster for “Aye” or “Nay”.

If you have any questions or comments about the Annual Meeting or your membership status, please address them to Geo Rule at secretary@heinleinsociety.org .

BY ORDER OF THE BOARD OF DIRECTORS

/s/ Geo Rule

Vice President-Secretary

The Heinlein Society