Allegan County Board of Commissioners

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NOTICE

The following meeting will be by virtual "remote" attendance:

Special Board Planning Session

Thursday, December 22, 2020 @ 9:00 AM

CLOSED SESSION

RE: County Administrator's Evaluation

Connectivity Instructions Attached

Mission Statement
"The Allegan County Board of Commissioners shall plan, develop, and evaluate the
necessary policies and resources to ensure our county continues to progress and prosper"

Allegan County
Board of Commissioners
Meeting

December 22, 2020

Connecting via Zoom Webinar

STEP 1: Connect to the Zoom Site

- OPTION 1: Telephone
  - Call (929) 205-6099 -or- (312) 626-6799 -or- (253) 215-8782
  - Type in Meeting ID: 844 0240 1013, then #, then # again
  - Type in Meeting Password: 122220, then #

  - To raise your hand to speak, press *9
  - To Mute and Unmute, press *6
                    <STOP here>
        You do not have to continue reading the rest of the instructions.
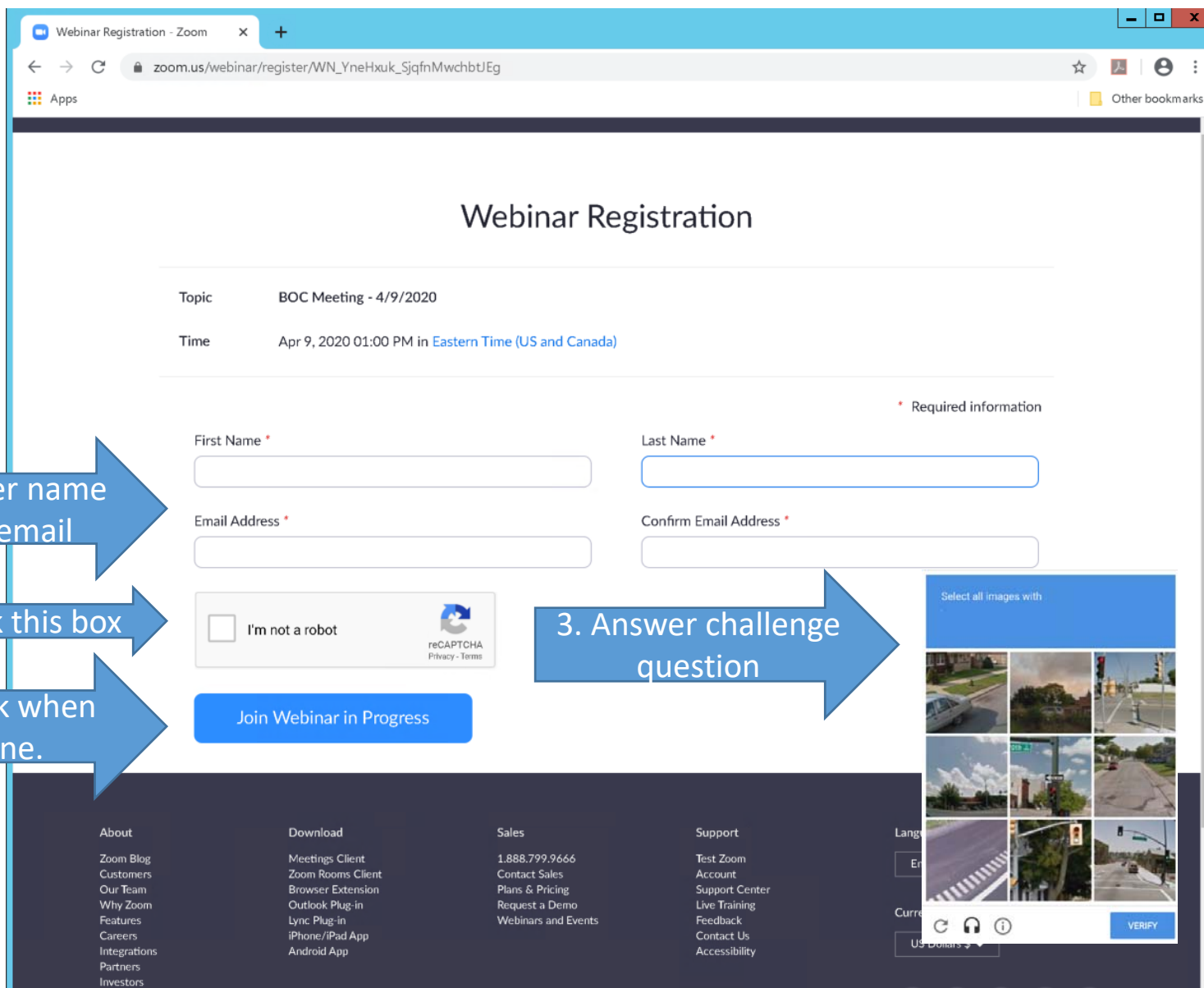
                        - OR -

- OPTION 2: Web browser
  - Open Internet Explorer or Chrome
  - Navigate to https://zoom.us/j/84402401013
  - Meeting Password: 122220
        <Continue with the rest of the instructions>

STEP 2: Enter registration information

STEP 3: This Window will appear when connected.

STEP 4: Adjust audio settings
(if needed)
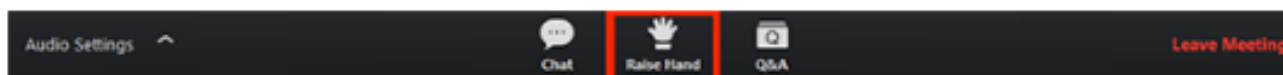
STEP 5: Raise hand to be recognized to speak.

- Once "Raise Hand" is clicked, the Board Chairperson will receive notice and may UNMUTE your microphone when ready and verbally recognize you to speak.
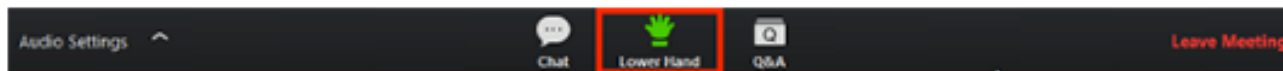
On bottom of screen.

1. Click **Raise Hand** in the Webinar Controls.

2. The host will be notified that you've raised your hand.

3. Click **Lower Hand** to lower it if needed.

STEP 6: To leave the meeting