## **City of Livingston Conservation Board Remote Participation Instructions**

We welcome any remote participants to our City of Livingston Conservation Board meeting! We know you're busy, but we still value your input. We use Zoom Conferencing as the platform for remote participation.

For Video/Audio and Presentation (preferred, for computer/iOS/Android): <u>https://zoom.us/</u>j/670775985

Call-in information: For Call-In Only: +1 669 900 6833 - Meeting ID: 670775985

The meeting password is 59047

Please be aware of the following guidelines:

- Remote participants are expected to behave like they are in the room. Participate as you would if you were here. That includes only speaking up during public comment periods. Any time you are speaking, if you are a member of the public, please state your name and address then make your comment.
- Remote participants are encouraged to join the meeting using iOS/Android Zoom mobile apps or on the web so they can see the deliberations and presentations as they happen. If you MUST join by phone, please refer to the official meeting agenda as posted on the city website to see presentations.
- Everyone is muted by default, but you can unmute yourself either using your app/web interface OR by pressing \*6 on your phone. You can mute yourself again by pressing \*6 again.
- If you are a board member, and you drop off of the conference call, the board will proceed as if you walked out of the room. If a quorum is lost, all deliberation will be stopped, and the board will wait 5 minutes for you to rejoin. If you do not rejoin in that time, the meeting will be officially adjourned.