



NOTICE OF SPECIAL MEETING  
EVART DOWNTOWN DEVELOPMENT AUTHORITY  
Tuesday, June 23<sup>rd</sup>, 2020 8:00am  
Via Zoom

#### AGENDA

1. Call Meeting to order
2. Attendance
3. Introduction of Guests
4. Citizens Comment
5. Approval of Agenda
6. Revised Vendor's List for May 2020
7. Hiring Committee Update/Advertisement Costs
8. Budget Amendments 2019-2020
9. Budget Approval 2020-2021
10. Adjournment

## Zoom Virtual Meeting: How to Join In

### *Join Using a Link*

1. Open your web browser
2. Type in the url:

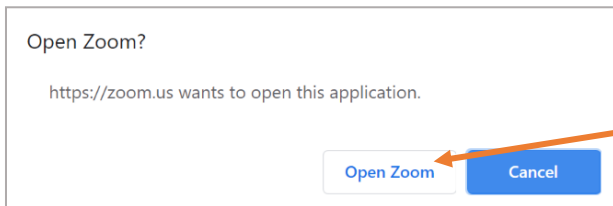
### ***To be announced the day of the council meeting***

This will open the meeting prompt loading page for the meeting

### *Entering the Meeting*

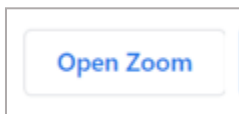
Once you have accessed the meeting using your web browser

1. You will be asked to **Open Zoom**

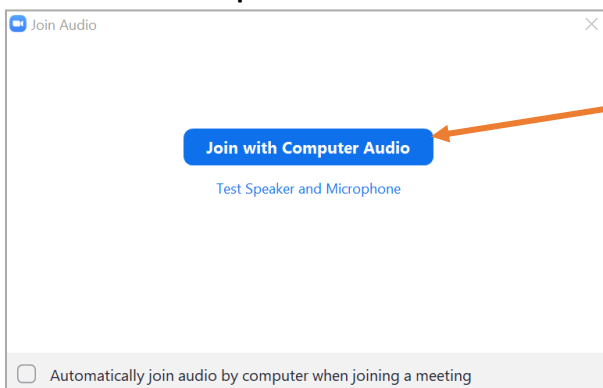


*The language of this pop up notification may be different depending on your browser*

2. Click **Open Zoom**



3. Click **Join with Computer Audio**



- a. You can test the audio before joining by clicking **Test Speaker and Microphone**

### *Join via Phone*

1. On your phone, dial the teleconferencing number provided in your invite Dial **1-888-788-0099**
2. Enter the **Meeting ID** number when prompted using your key/dial pad **Meeting Id: to be announced**

You will be prompted to enter your unique participant ID. This only applies if you have joined on the computer or mobile device or are a panelist in a webinar. **Press #** to skip.

You are now in the meeting. If you join prior to the start time you will put on hold. Five minutes prior to the start of the meeting, the moderator will grant you access.

### **To Participate in Public Commentary**

#### **Viewing via URL link**

- For those watching our virtual meeting on their device, if you wish to ask a question or make a statement, please type your question in the Chat provided. It will then be read to the council.
- If you wish to speak a statement or question via your device's microphone or audio, please indicate so in the chat window. The moderator will unmute your audio when it is your turn to speak.
- Video questions, at this time, are not available.

#### **Teleconferencing**

- If you wish to speak during public comment please press \*9 on your telephone keypad, which will alert the moderator of your desire to speak.
- Please ensure you are in a quiet location and mute any video streams so all will be able to hear your comments.
- When it is your turn to speak, the moderator will identify you by the last four digits of your phone number.