

How to “attend” Committee and Village Board meetings from home

The Village will be using GoToMeeting as a platform for remote participation.

- ❑ If you are “attending” the meeting from a computer, downloading an app usually isn’t necessary, you can join the meeting using a web browser. Simply click the method you wish to use. In our experiments using a tablet or smartphone, downloading the app seems to be required. It may also be necessary with some PCs.
- ❑ There is also an option to dial in from a cell phone or landline.
- ❑ Public Input can be given by emailing dnolan@villagelakenebagamon.com before or during the meeting, or by calling the Village Office prior to the meeting. (715-374-3101) We will also allow for those with microphone access to speak directly to the board during the public input portion of each meeting.

Instructions

- ❑ Before a scheduled meeting, go to the Village website www.villagelakenebagamon.com and click on **Live Meeting Link** in the government section of the .



- ❑ There you will find the information needed to access the Lake Nebagamon meeting room. The link will be live before the meeting to give people ample time to join or dial in. You can join the meeting at any time, even if it is already in progress.
- ❑ Either click on the link or dial in from a cell phone or landline and follow the instructions.

Live Meeting Link

Meeting Access Instructions

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/VillageLakeNebagamonGoToMeetingRoom>

You can also dial in using your phone.

United States: (872) 240-3212

Access Code: 600-749-653

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/600749653>

THINGS TO KEEP IN MIND

- ❑ Please remember to disable or mute your microphone when joining a meeting.
- ❑ We will not be answering the Village Office telephone during meetings. If you wish to provide public comment during the meeting, please send an email to: dnolan@villagelakenebagamon.com. This email will be monitored during all meetings. If you wish to provide public comment by telephone, it must be done in advance of the scheduled meeting.
- ❑ When consecutive meetings are scheduled on the hour, when you log in early for the 2pm Finance Committee meeting, the 1pm Planning and Development Committee meeting might still be in progress.