

Elk Rapids District Library Board of Trustees
Special Meeting Agenda
June 4, 2020
1:30 pm via Zoom

1. Call to order
2. Approval of Agenda Roll Call Vote
3. Reopening Policy Roll Call Vote
4. Public Comment
Limit 3 minutes for comment. Any questions from the public shall be submitted in writing and will be answered at the next regular Board meeting.
5. Board Comment
6. Adjournment

MEMBERS OF THE PUBLIC:

Please see the following instructions for participating electronically in this meeting. The E.R. District Library will be using Zoom webinar to conduct meetings until the state's Stay Home/Stay Safe order is lifted. Please read all of the instructions before joining the meeting.

Before the start of the meeting

1. Zoom virtual meeting will start 30 minutes before the posted meeting start time
2. All participants will be placed in a virtual waiting room until the meeting moderator (Host) starts the virtual meeting
3. Video/Audio Settings
 - a. Board members and the Director will be unmuted immediately (by the meeting moderator) upon joining the meeting
 - b. Meeting attendees will have their video turned off and we will not see their faces.
 - c. The meeting moderator is the only person who is able to unmute meeting participants during the meeting
4. Information you need to know:
 - a. Recorded Meeting: This meeting is being recorded

- b. **Public Participants:** All meeting participant's audio will be muted and their individual video broadcast will be turned off when they join the virtual meeting.
- c. **Violations:** According to the Attorney General, disruptive behavior maybe be subject to criminal charges under MCL 752.797 and MCL 750.540. Disruptive behavior may result in being muted, being returned to the waiting room, or being removed from the meeting.
- d. **Public Comments:**
 - d.i. The Board President will announce that we have reached public comment.
 - d.ii. Participants wishing to speak will "raise their hand"
 - d.iii. The Board President will greet the person, ask them to state their first/last name, home address and limit their comments to 3 minutes
 - d.iv. The moderator will unmute them
 - d.v. After their comments have been concluded, the moderator will mute the participant

NOTE: We will complete steps 2-5 until all public comments have been heard.

After the meeting adjourns

1. Meeting Moderator will save the meeting recording to the Zoom cloud. An audio version of the meeting will be posted on the Library website.

How the public can participant in the meeting

- Virtual meeting link is included with agenda materials (below)
- Options to join

Click on meeting link - no need to setup a FREE Zoom account

Use Zoom app or web site – only need meeting ID and password

E.R. District Library Special Meeting

When: Jun 4, 2020 01:30 PM Eastern Time (US and Canada)

Topic: Elk Rapids District Library Special Meeting

Please copy the link below and paste it into your browser to join the webinar:

<https://us02web.zoom.us/j/88211449467?pwd=VEYrdHNYc1lyYVZHOXJvUTlwcTZmZz09>

Password: 872954

Or iPhone one-tap :

US: +13017158592,,88211449467# or

+13126266799,,88211449467#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or
+1 312 626 6799 or
+1 646 558 8656 or
+1 253 215 8782 or
+1 346 248 7799 or
+1 669 900 9128

Webinar ID: 882 1144 9467

International numbers available: <https://us02web.zoom.us/j/88211449467>

For the Hearing Impaired requiring assistance: Please notify the Village no later than Wednesday, June 3, to receive instructions as to how to connect to this meeting.