

November 1st, 2021 at 7PM EST

**Please take notice** that a meeting of the Wakeshma Township Board is scheduled for the above stated date and time. Due to the recent surge in COVID-19 cases in the state of Michigan, Kalamazoo County Government has moved back from Phase 5 to Phase 4 of the COVID Response Plan effective Monday, August 9th, 2021. Due to this move back to Phase 4 we will be once again conducting our meetings virtually via Zoom in accordance with Section 10 of 1976 PA 390, the Michigan Emergency Management Act and the Open Meetings Act.

We are holding the meeting electronically including by telephonic conferencing or video conferencing, in a manner in which both the general public and the members of the public body may participate by electronic means by Joining Zoom Video Conferencing Board Meeting by Internet at

<https://us02web.zoom.us/j/88522693660?pwd=S2kxdUNETTZ6TE1zT2V6cEJ4dWRtdz09> Meeting ID: **893 7761 4222**

**Passcode: 993869** or by telephone at **+1 312 626 6799** for the purpose of considering the following items:

The public is welcome to participate electronically, including by telephonic conferencing or video conferencing, in a manner in which both the general public and the members of the public body may participate by electronic means. To assist with the new platform for Board meetings, we ask those participating to please follow the following best practices:

1. Turn off cellular/mobile devices and minimize distractions.
2. Only township hosts/co-hosts will have the ability to mute and unmute at all times, in order to more efficiently conduct the meeting and avoid background noise.
3. As you participate in the meeting, your microphone will be placed on "mute". Please see Public Comment Guidelines below for additional information.

#### **Public Comment Guidelines**

During "Public Comment" participants will have the opportunity to address the Board at the beginning of the meeting and at the end of the meeting for non-agenda items. The members of the public in attendance at the virtual Board meeting shall be given the opportunity to address the Board on any agenda item only after being recognized by the Chair or acting Chair. All comments, statements or questions will be directed to the Board. Only after being acknowledged by the Board Chair, shall a member of the public initiate their communication. Comments, statements, or questions shall be limited to not more than three (3) minutes for each person addressing the Board. Minutes will not be allowed to be donated to others to increase time limitations. While all comments, statements and questions will be received by the Board it will be at the discretion of the Board or Board Members to respond at that time or to respond at a later time to gather more information. The Board appreciates receiving any written documents, photos, drawings, etc. as part of the participants presentation during the Board meeting. Correspondence should be submitted to [supervisor@wakeshmatownship.com](mailto:supervisor@wakeshmatownship.com).

To provide public comment by Zoom.

- a. **Raise Hand:** Use the "Raise Hand" feature in Zoom
- b. **Raise Hand:** Use \*9 for telephone audio
- c. **Mute:** Use the "Mute/Unmute" feature in participants
- d. **Mute:** Use \*6 to toggle mute/unmute for telephone audio
- e. The "**chat**" feature shall only be used to address any technical issues for public participation.

The Wakeshma Township telephonic conferencing or video conferencing platform is intended to promote a friendly, and informative experience for participants. Therefore, content and comments containing any of the following are not allowed and participants will be immediately BLOCKED.

- Profane language or content;
- Personal attack on individuals or specific groups or organization;
- Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation, or any other form of discrimination, in the sole discretion of the Wakeshma Township Board.