

# WATERFORD TOWNSHIP



*"Where the path from the past and the future meets"*

## NOTICE OF REGULAR BOARD MEETING BY TELECONFERENCING

**NOTICE IS HEREBY GIVEN**, that due to the coronavirus pandemic, the Regular Board Meeting of the Township shall be held on Monday, June 14, 2021 at 7:00 p.m. via the teleconferencing service GoToMeeting.

The purpose of the Regular Board Meeting is to manage any matters of town business. Agenda for meeting will be uploaded to "AGENDA & SUPPORTING DOCUMENTATION" on the Township website ([waterfordtownshipmn.org](http://waterfordtownshipmn.org)) the Sunday before the meeting on Monday.

### **Join by telephone:**

1. Dial into the meeting using your phone: (669) 224-3412
2. Access Code: 786-501-253
3. Audio Code: # N/A

### **Join by computer – EITHER OF TWO METHODS BELOW**

- **Method #1**
- Open a new tab on your browser.
- Enter GoToMeeting in the URL address line and press return

### **OR**

- **Method #2**
- Click on the following - <https://www.gotomeeting.com/meeting/join-meeting>

### **THEN**

- The GoToMeeting screen should appear.
- Enter the Access Code (no dashes) as instructed and click "Join".
- Click on "Open Go To Opener"
- The application will start.
- Click on "OK I'm Ready".
- Click on the microphone and camera icons to hear and see everyone on the call.

If you have any questions regarding the conduct of the meeting or need to make special arrangements to participate at the meeting, please contact the Town Clerk at (651) 346-8467 prior to the date of the meeting.

Elizabeth Wheeler, Clerk

### **Notifications:**

- 1) **Town Hall:** Posted on April 21, 2021
- 2) **Website:** Upload to Township Website at [waterfordtownshipmn.org](http://waterfordtownshipmn.org) on April 21, 2021

**NOTE:** For Work Sessions & Special Meetings (i.e. meetings held at a different time, on a different date, or at different place than provided for in the adopted regular meeting schedule and designated meeting location,) Minn. Stat. § 13D.04, subd. 2, provides that notice must be posted on the designated bulletin board for the township, or if no official posting place has been designated, on the door of the regular meeting location, at least three days prior to the day of the meeting. Notice of a Work Session and or Special Meeting must provide the date, time, place and purpose of the meeting. The notice of the place needs to include the address so that would-be attendees can find the location.