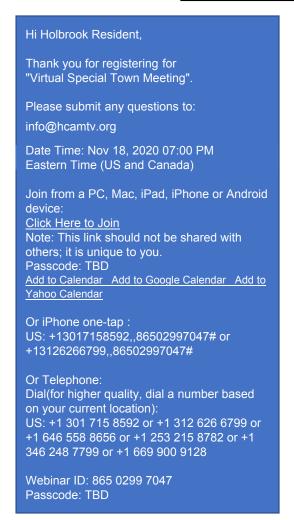
Holbrook Virtual Town Meeting - Key Info



Zoom for Virtual Special Town Meeting

WILL LOOK DIFFERENT than traditional Zoom meetings!

There are features put in place to help keep the meeting secure and productive.

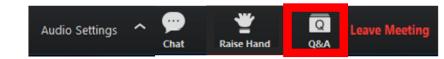
By Default, every Town meeting member will be muted to begin the meeting.





2. To Speak: Click on "Raise Hand" The Moderator will read the names of raised hands and will recognize you in order.

YOU WILL ONLY SEE
MIC ICON ONCE THE
MODEATOR
RECOCGIZES YOU
AND ALLOWS YOU
TO UNMUTE

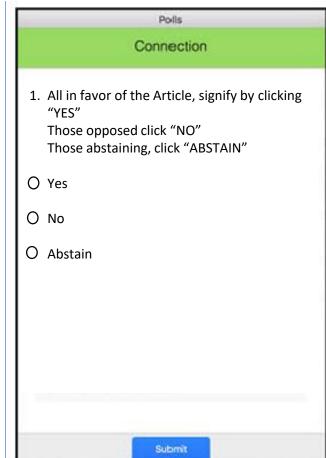


1. To join Town Meeting: Find the email above and click on "Click Here to Join" then enter the requested personal information. You will only receive this email once you've completed BOTH steps to register.

3. To Second a Motion or Raise a Point of Order: click on "Q&A"

Type "second" – or –

Type "point of order"



4. To vote: When Moderator calls for the vote, the window above will appear. Click "Yes", "No" or "Abstain". Then click "SUBMIT" to record your vote.