

# Public Meeting Notice

## Seacoast Utility Authority Governing Board Hosting Virtual Monthly Board Meeting April 22, 2020 - 3:00 pm

*Meetings will include online public engagement as part of the Authority's efforts to engage the public while preventing potential spread of COVID-19*

The Authority's Governing Board invites the public to participate online for its upcoming Governing Board Meeting.

The meeting will be held **online only** using Zoom, a free online meeting tool.

Instructions for how to register to watch the meeting and/or participate in public comment are below.

**Step 1:** Pre-register for the meeting by contacting Authority Clerk, Jessica Moore, at [jmoore@sua.com](mailto:jmoore@sua.com). You'll receive an email reply with details on how to join the online meeting.

**Step 2:** Engage in virtual Public Comment by joining the meeting virtually using the details that will be provided in the email response in Step 1. To provide **written public comment** to the Governing Board ahead of the meeting, please email Authority Clerk, Jessica Moore, at [jmoore@sua.com](mailto:jmoore@sua.com).

### Keep in mind...

- Public speakers will have **three minutes** to provide spoken public comment during the meeting using Zoom.
- Pre-registration for spoken public comment and written public comment close at **3 p.m. the day before the meeting**.
- If you miss the pre-registration sign up, you can use the **"raise hand"** feature in Zoom to indicate you'd like to provide public comment during the meeting.

### **Additional Resources:**

You might be new to using Zoom, which is the online meeting tool we're using to conduct this meeting. You can [learn more about attending a Zoom meeting](#) and even [run a test on your computer, tablet or smart phone](#).