

Virtual Meeting Instructions

The May 1, 2020, Investment Advisory/Finance Committee public meeting will be conducted virtually. The Town encourages public participation in all of its public meetings, including those meetings that are held virtually.

To participate in the Investment Advisory/Finance Committee meeting on May 1, 2020, which begins at 10:00 a.m., you have the following options:

1. Listen to the meeting via phone

You may listen to the audio only from your phone by dialing 1-646-558-8656, and when the meeting ID is requested, enter 994 0696 7642 and then press the # key.

2. Watch the meeting and participate during the public comment in the meeting using Zoom:

Request to Speak instructions:

To request to speak during the virtual meeting, you must send an email request to the Finance Director at ssmith@longboatkey.org on or prior to 9:30 AM on May 1, 2020, to be placed on a participant list. All Public to be Heard comments will be taken at the beginning of the meeting for both Agenda and Non-Agenda items.

Zoom instructions:

For the May 1, 2020, meeting, please use the meeting link <https://zoom.us/j/99406967642> to virtually attend and watch the meeting by computer, tablet, or smartphone. Those whom have pre-registered to speak, will be called upon and the Town's 3-minute time limit will be enforced. If joining from a tablet or smartphone, you will need to download the free Zoom app from your device's app store. If joining from a computer, your computer will automatically download and install (if needed) the Zoom program. If you currently have Zoom installed on your computer, tablet, or smartphone, you may join the meeting by entering the meeting ID 994 0696 7642 . In the event you encounter difficulties in participating, please check the Town's website for any updated information.

For additional information or assistance please contact the following prior to the meeting:

1. For public comment questions: Sue Smith, ssmith@longboatkey.org or (941) 316-6882
2. For questions on connecting to the meeting: Jason Keen, Information Technology Director, jkeen@longboatkey.org or (941) 316-1999.

3. Listen to the meeting via phone or watch the meeting using Zoom without participating, and provide public comments prior to the meeting:

Please follow all of the phone or zoom instructions, as provided in #1 or 2 above. In addition to listening or watching the meetings, you may also provide written comments by e-mailing the Finance Director at ssmith@longboatkey.org no later than 9:30 AM on May 1, 2020, or by regular mail at 501 Bay Isles Road, Longboat Key, FL, 34228. If requested by the commenter within the requestor's email, timely submitted written comments will be read into the record by the Finance Director during the public comment portion of the meeting. If not specifically requested within the written comments, all other written comments received by the deadline will be distributed to the Committee members prior to the start of the meeting. Time limits will be enforced for written comments that are read into the record, so all written comments must be limited to 3 minutes.