





801 Burrows Run Road  
Chadds Ford, PA 19317  
(610) 388-1300 Fax (610) 388-0461  
Website: [www.kennett.pa.us](http://www.kennett.pa.us)  
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## Joining the Zoom public Board of Supervisors Meeting Monday, December 7, 2020 at 7:00 p.m.

There are three ways to join our Zoom Board of Supervisors Meeting this coming Monday, December 7, 2020 at 7:00 p.m.:

- 1) OPTION 1: Using a computer, click the following link: <https://us02web.zoom.us/j/85147231213>  
Enter Password: **746810**  
\*\* You'll need to have already downloaded the Zoom App to use this.  
If prompted to allow Zoom to use your computer's camera and microphone, please allow.
  
- 2) OPTION 2: Using the Zoom app, enter the following:  
Meeting ID: **851 4723 1213**  
Password: **746810**  
\*\* You'll need to have already downloaded the Zoom App to use this.  
If prompted to allow Zoom to use your smart phone or computer's camera and microphone, please allow.
  
- 3) OPTION 3: Using your telephone, call 929-205-6099:  
"Welcome to Zoom. Enter your Meeting ID followed by pound (#)"  
Enter Meeting ID: **851 4723 1213#**  
"Enter your Participant ID followed by #, otherwise just press # to continue."  
Press: #  
"Please enter the meeting password followed by #"  
Enter Password: **746810 #**

Once you've successfully logged into the meeting, you'll be put in the virtual "Waiting Room." Don't worry, this is just a security feature and you will promptly be "let in." You will automatically be muted by the host. This means we won't be able to hear you if you try to talk to us. Having as many people muted as possible helps facilitate a distraction-free virtual meeting setting. Also note that this meeting will be recorded and posted to the Kennett Township website just like all other Board of Supervisor meetings.

As always, we encourage your participation during the Public Comment sections. If you have something you'd like to say, simply send the host a "Chat." (If you're on a computer, the Chat window can be accessed by clicking the Chat icon in the bottom menu bar. If you're on your phone, the Chat feature can be found by clicking the ellipsis "... more.") **Type your name and address followed by your question or comment.** The host will voice your comment at the once the meeting enters the discussion portions. If your topic requires further discussion, the host will unmute you to participate and mute you again once your discussion is completed. If your comment/question is received after the relevant topic has concluded, it will be held until the end of the meeting during the "public comment" section.



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If you are using option 3 and calling into the meeting, you too will be able to participate. Once the chats have been addressed, we will pause at the end of each discussion section to allow you to unmute yourself and make your comment or ask your question. To unmute yourself, simply press \*6 on your phone's keypad. You must state your name and address before delivering your comment/question. Once you are finished, please press \*6 again to mute yourself. If another member of the community is currently speaking, please wait until they are done to take your turn.

We strongly encourage you to test Zoom out on your own prior to our Board of Supervisors Meeting. It's a great way to stay connected with friends and loved ones during this time of social distancing. If you have any questions or concerns about how to use Zoom, please email the Township Manager's Executive Assistant, [gretchen.flack@kennett.pa.us](mailto:gretchen.flack@kennett.pa.us) PRIOR to the meeting starting.