

**Board of the Council on Aging
Hybrid Meeting Agenda**

Thursday, October 19, 2023, 8:30am

Council on Aging, 20 Alphabet Lane, Weston

MEETING LINK: [https://us02web.zoom.us 86534753031](https://us02web.zoom.us/j/86534753031)

MEETING ID: 86534753031 CALL-IN NUMBER: 1-929-205-6099

www.westonma.gov

Under current state law, public bodies may continue holding hybrid and fully remote meetings, without a quorum of the public body physically present, as long as adequate alternative access is provided. Information about how to join a hybrid or fully remote hearing will be included in the required Open Meeting Law posting.

- Call to order
- Roll Call
- Resident Comments/Concerns
- Approve Minutes of Previous Meeting
- Director's Report
- Updates to Board Documents
- Representation on Town Committees/Boards
- Committee and Liaison Reports
- Other Business
- Adjournment

Next meeting: November 16, 2023, 8:30am

Remote Online Attendance and/or Call-in Participation Instructions

- To use Zoom with video on a smart phone or tablet you must download the Zoom app first. After you've downloaded the app, enter the Zoom Meeting ID.

- To use Zoom on a computer, you have to download an installer the first time you join a meeting, which you'll automatically be asked to do. After that, you'll join meetings automatically when you click on the meeting link.
- Use the call-in number to join the meeting in audio-only mode. The call-in number is access if your computer doesn't have a microphone/speaker.
- You will be entered into a "waiting room" prior to joining the meeting.
- If you are calling in on a phone, you will be asked to identify yourself before you can enter the meeting.

Instructions for Public Comment

- All participants will be on mute upon entering the meeting. Please keep yourself on mute.
- The public is asked not to speak until the Chair asks for public questions/comments.
- To be recognized, click on the "Participants" button on the lower (or upper) bar and activate the "Raise Hand" icon. You will be placed in a queue and called upon in order.
- For participants calling in on a phone, you will be unmuted in the meeting but please keep your phone on mute to reduce background noise. Call-in participants will be asked for comment and you can unmute yourself then to speak up to be recognized.
- The chat function has been disabled.