

Electronic Town Council Meetings

These electronic meetings will be necessary until the conclusion of the COVID-19 Pandemic and all orders are released. Only essential Town business will be conducted.

Notices:

- Meeting notices and documents for all electronic meetings can be found on the Town's website at www.townofshenandoah.com or on the Town's Facebook page at OfficialTownofShenandoah.

How to Listen:

- Anyone wishing to listen to the meeting may call **1-800-832-0736** on the day of the meeting, no more than 5 minutes prior to the meeting time. This access number will remain the same for all meetings, unless otherwise noted. The room number is **7754841**.

Comments:

- Public comments WILL be accepted during regular (twice monthly) electronic Council Meetings. These meetings are held on the second and fourth Tuesday of each month at 7 p.m., unless otherwise noted.
 - Comments will be taken during the "For the Good of the Town" section on the agenda.
 - Speakers must identify themselves when speaking and are limited to 5 minutes each.
 - Speakers should keep in mind these electronic meetings are only authorized for essential Town business and are limited to the discussion of action items only.
 - Written public comments should be submitted at least one hour prior to the regular meeting, or the public hearing, to the Town Clerk by email at ljenkins@townofshenandoah.com. Please include your name with these comments to allow for proper identification during the meeting.
- Public comments WILL be accepted at all Public Hearings as specified on the agendas.

Identification:

- Elected Officials and Staff will always verbally announce themselves when entering and leaving an electronic meeting.
- Elected Officials and Staff will always verbally identify themselves prior to speaking.
- All votes taken will require a roll call vote of the Elected Officials.
- Mayor Lucas will take a roll call of ALL Elected Officials, Staff, citizens, and members of the media present prior to the beginning of all meetings.
 - Visitors will be asked to identify themselves if they are listening to the call, for minutes purposes.