

MEMO

To: All

From: Ann Arbor Area Transportation Authority / TheRide

Date: March 19th, 2020

Re: **REMOTE ATTENDANCE ONLY / How to attend by phone or e-mail**

Message:

AAATA Board Meeting – March

Date: Thursday, March 19th, 2020

Start Time: 6:30pm

End Time: 9:00pm

Location: **REMOTE ATTENDANCE ONLY**

In order to maintain social distancing in the wake of COVID-19, REMOTE ATTENDANCE ONLY will be permitted during the March 19th AAATA Board meeting.

To join by phone:

1. Dial: 734-436-0150
2. Enter the Conference ID: 380-6554 followed by # when prompted.
3. All public lines joining the call will be muted, unless they are participating in the public comment section.

To participate in the public comment sections of the meeting:

1. Press *5 when the Board Chairman asks for any public comments. This will alert the technician monitoring the conference line that you have raised your hand, and they will read off your name (or last 4 digits of your phone number) when your line has been unmuted for comment.
2. If you are unable to participate by phone but would like to make a written comment to be read during the meeting, please submit your written comments via e-mail to kbook@theride.org by 8:45pm. Kindly state your name and county of residence in the e-mail.

Thank you for your support,

AAATA / TheRide