

# MEMORANDUM

## Comfort Lake-Forest Lake Watershed District

**To:** Board of Managers **Date:** March 20, 2020  
**From:** Mike Kinney  
**Subject:** Accessing 3/26 regular board meeting via Zoom video conferencing

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### Zoom meeting info:

Topic: CLFLWD Regular Board Meeting 03-26-2020  
Time: Mar 26, 2020 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

Online: <https://zoom.us/j/189134191>

Or dial by your location (either number should work)

+1 301 715 8592 US

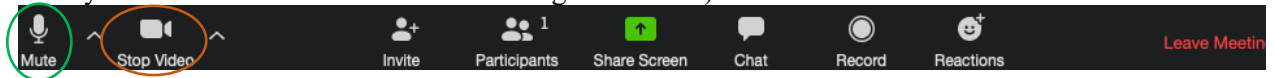
+1 253 215 8782 US

Find your local number: <https://zoom.us/u/ac9QuEM0w1>

Meeting ID: 189 134 191

### How to join the meeting:

1. Click on the meeting link: <https://zoom.us/j/189134191>
2. Follow the onscreen instructions to join the meeting
3. Select your **audio** and **video** choices (When you are not actively speaking it is always helpful to mute your audio to reduce feedback and background noise)



### Tips for using Zoom video conferencing:

- Review Zoom's [online tutorials](#), particularly those on testing your **audio** and **video** settings
- If you are not calling in from a phone, use a headset or headphones this will reduce feedback issues.
- Disable any ad block software you may have enabled on your web browser
- If you are having trouble downloading the software when prompted, click the link to start from your browser

A download should start automatically in a few seconds.

If not, [download here](#).

If you cannot download or run the application, [start from your browser](#).