**NOTICE OF OPEN MEETING**

Public Notice is hereby given that PWSD#3 of Clay County Missouri will conduct the **Meeting of its Board of Directors**

**at 6:00 PM on Wednesday, April 21, 2021,** to consider and act upon the matters on the following agenda and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

Due to COVID-19, the meeting will be conducted virtually via ZOOM, a virtual meeting software. Members of the public may participate in the meeting electronically by telephone or by computer

**Watch the meeting online and provide public comment during the meeting:**

**To participate via computer:**

1. Verify you have a microphone enabled on your computer if you are going to communicate verbally. Otherwise you will have to call into the zoom meeting by telephone as well.

2. Visit the Zoom website; **www.zoom.us** to download and install the Zoom software.

3. After installing Zoom, you will be prompted to launch the application.

4. Enter the Meeting ID: 893 0020 6268

5. Password: 578449

6. Enter your first and last name in the "Your Name" field.

7. Enter your email in the appropriate field. Click Join.

8. You will be prompted to join with computer audio or to dial in via telephone for audio.

9. Use the icon **RAISE HAND t**o provide public comments. Participants will be unmuted and called upon in the order received.

10. Alternatively, enter your questions into the Q&A section of the chat.

**To participate via telephone:**

1. Call 312-626-6799 or visit www.Zoom.us to locate your local number

2. Enter the Meeting ID: 893 0020 6268

3. Press # to confirm you are a participant and enter the meeting.

4. To provide a public comment, use the "raise hand" option by dialing \*9. (Participants will be called upon in the order received).

The tentative agenda of this meeting is as follows.

PWSD #3 of Clay County Missouri