

# OKALOOSA COUNTY LAW LIBRARY

## MEMORANDUM

**TO:** Honorable William F. Stone, Administrative Judge  
Honorable JD Peacock, Clerk of Court  
Honorable Nathan Boyles, County Commissioner  
Stephanie Ockunzzi, Esquire  
Tim Shaw, Esquire  
Valerie Broxson, Ct Operations Mgr.  
All Area Media

**FROM:** Deborah Angerman, Law Librarian

**DATE:** April 16, 2020

**RE:** Law Library Board Meeting

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Please be advised that a virtual meeting of the **Law Library Board of Trustees** has been scheduled for **Monday, April 27, 2020 at 10 a.m.** via “**ZOOM**”.

You may join this meeting from a Computer, Smartphone, or Tablet. You will be prompted upon joining the meeting as to which device you want to use for audio. You may either select “Join with computer audio” to use the built-in microphone and speakers on your device, or you may select “phone call” and dial in on a separate telephone for audio.

If your video does not automatically turn on upon joining the meeting, you may need to click in the bottom left corner to “Start Video.”

Please use the highlighted link below to connect to the Zoom meeting. You may join the meeting 5 minutes beforehand to test your speakers and microphone using the built-in test feature.

Please be advised this meeting is subject to the Sunshine Law and may be digitally recorded. All participants could be recorded from the time they login until they exit.

**Please use a quiet room that is well-lighted for the ZOOM hearing, with no distracting backgrounds**

**Please remember to mute your microphone when you are not speaking.**

**Please connect to the Zoom meeting 5 minutes before the hearing begins.**

Enter this Personal Meeting ID: **988 5250 3165**

Or join the Zoom Meeting with this link: <https://zoom.us/j/98852503165>

Dial-in from telephone

+1 312 626 6799 US (Primary)

+1 929 205 6099 US (Secondary)

**Board Members: please contact Deborah Angerman by Friday, April 24<sup>th</sup> before 12:00 noon if you will not be able to attend.**