



NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Commission on Disability

MEETING DATE: Monday, October 12, 2020

TIME: 6:00pm - 8:00pm

LOCATION: Zoom video conference

<https://us02web.zoom.us/j/81385493638?pwd=eUk5TjNBZVFJMTY5TVJpbGx5WG1Xdz09>

REQUESTED BY: Erik Hutchinson, Commissioner

AGENDA		
5:45pm	15 mins	Connectivity check of web-conference software (audio/video check)
6:00pm	5 mins	Call to order, appointment of note-taker and moderator for meeting
6:05pm	10 mins	Public comment
6:15pm	20 mins	Introduction of members (~3 minutes per person)
6:35pm	20 mins	Review of background documents (see attachments, at bottom)
6:55pm	5 mins	Break
7:00pm	15 mins	Scheduling of future meetings
7:15pm	10 mins	Review of procedures for development of bylaws
7:25pm	10 mins	Review of officer positions
7:35pm	15 mins	Platform for future online meetings - Accessibility of platforms - Funding for CART services - Recording of meetings
7:50pm	10 mins	Action items/next steps, identify member to submit agenda to City
8:00pm	--	Adjourn

See next page for attachments and accessible meeting options

Attachments (please review)

- [MA Office on Disability](#) (webpage)
 - Under “Additional resources” (at bottom right), please see this document: [COD General Description, Goals, and Sample Bylaws](#)
- [Establish a Commission on Disability in your city or town](#) (webpage)
 - From the MA Office on Disability
 - See documents listed on this page (“Benefits”, “Best practices”, etc.)
- [Guide for Members of Public Boards and Commissions](#) (PDF)
 - From the MA Office of the Inspector General
- [New Member Orientation to MA Commissions on Disability](#) (PowerPoint)
 - From the Brookline Commission on Disability

Accessible meeting options (for Zoom meeting)

Click to join meeting:

<https://us02web.zoom.us/j/81385493638?pwd=eUk5TjNBZVFJMTY5TVJpbGx5WG1Xdz09>

Meeting ID: 813 8549 3638

Passcode: hellothere

One tap mobile

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Find your local number: <https://us02web.zoom.us/j/kdfXluxrt9>