

Rutland – Southern Vermont Regional Airport
Airport Master Plan Update
Public Information Meeting (Microsoft Teams)
Tuesday, September 21, 2021 7:00 PM – 8:00PM

Instructions for the meeting:

- 1) Tuesday, September 21 at 7 PM, scroll down on the Public Meeting Invite Email or calendar item, and click on the “Join Microsoft Teams Meeting” link (see below)

Microsoft Teams meeting

Join on your computer or mobile app
[Click here to join the meeting](#)

Join with a video conferencing device
401603227@t.plcm.vc
Video Conference ID: 118 062 514 6
[Alternate VTC instructions](#)

Or call in (audio only)
[+1 929-336-2672](tel:+19293362672), 117512347# United States, New York City
[\(866\) 780-3080](tel:8667803080), 117512347# United States (Toll-free)
Phone Conference ID: 117 512 347#
[Find a local number](#) | [Reset PIN](#)

Alternatively, you can click on the link below and continue to Step 2:

<https://bit.ly/RUTPublicMeeting>

- 2) Your web browser will open a pop-up on the Microsoft Teams meeting page. At this point, for those without the Microsoft Teams app, you can join the meeting by clicking the “Join on the web instead” button (see below). You do not need to download the program. If you have Microsoft Teams downloaded onto your desktop, you will be automatically brought into the meeting.

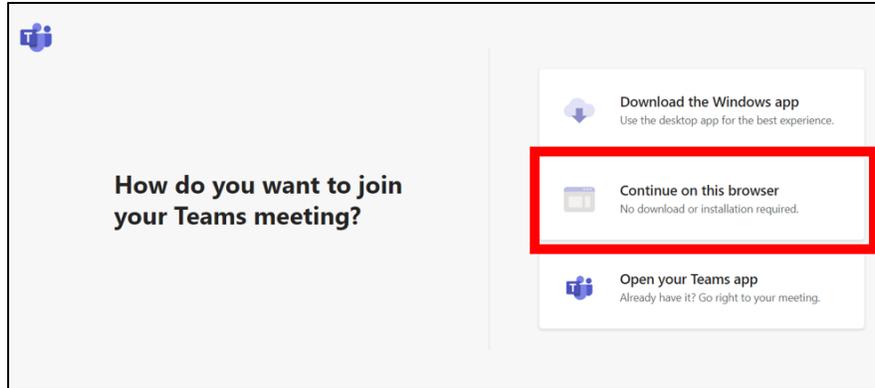
Microsoft Teams



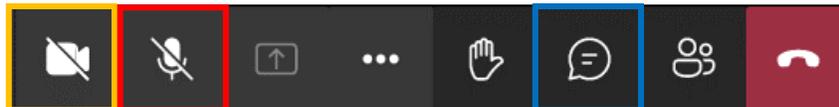
Experience the best of Teams meetings with the desktop app

[Download the Windows app](#) [Join on the web instead](#)

Already have the Teams app? [Launch it now](#)



- 3) You will be asked to enter your name and to either “allow” or “deny” Microsoft Teams to access your microphone and/or webcam. If you wish to speak at any point during the Public Meeting, please ensure that you allow Teams access to your microphone. Please enter your name. You do not need to have a webcam, and can click to turn it off if you do.
- 4) Should you wish to deny Microsoft Teams access to your microphone and/or webcam, you can still listen and view the presentation. We recommend “allowing” teams to access your microphone, but keep it on “mute” when not in use.
- 5) Relevant buttons will be accessible near the bottom of the Microsoft Teams window:
 - a. [Show/Hide Webcam](#)
 - b. [Mute/Unmute](#)
 - c. [Show in-meeting chat](#)



- 6) If your computer does not have a microphone, use the call-in number provided below to receive full voice and audio capabilities:

Call-In Number: 1 (866) 780-3080

Conference ID: 117 512 347#