

Joining a meeting – Windows or Mac

1. Open the Zoom desktop client. If you have not downloaded the Zoom desktop client, you can follow the provided instructions for Windows [here](#) or Macintosh [here](#).
2. Visit the link provided in the board meeting agenda. You will also be able to find the link under that months [retirement board meetings](#) section.

3. Click the **Launch Meeting** button

Launch Meeting

4. Enter *Your email* and *Your name* and click the **Join Webinar** button

Join Webinar

Note: Check the box “Remember my name for future meetings” if you would like to use the same display name for every meeting.

Enter your email and name

Your email

 Remember my name for future meetings