

Dear Members,

We are pleased to advise that **online meeting options are now available via Microsoft Teams.**

Meeting sessions will be held **on the second Sunday of each month at 1:00 PM** (one session per month).

The **meeting will open 10 minutes prior** to the scheduled start time to allow you to check your **audio and camera settings.**

Please ensure these are working correctly, as **we are unable to assist with setup or adjustments during or immediately before the meeting.** These settings must be managed directly through the Teams app on your **PC or phone.**

Please **register on Teams** to join. If you need assistance registering or would like a meeting link sent to you directly, please contact the **ACMA Secretary.**