

POLICY FOR PUBLIC COMMENT

Policy:

It is the policy of the Board that input from the public is encouraged. The purpose of this policy is to ensure that interested parties representing various points of view are allowed time to present their views while permitting the Board to conduct their meetings in an efficient and effective manner.

- Public comments are permitted during the "Public Comment" portion of the Agenda.
- The Board President or person conducting the meeting may grant a request to address the Board during other portions of the meeting.
- The Board President or person conducting the meeting will ask if anyone wishes to address the Board and will determine the order in which speakers will be recognized.
- Each speaker shall provide his or her name and address and his or her group affiliation (if any.)
- If speaking on behalf of a group, the speaker should provide documentation for approval by the Board President or person conducting the meeting that their presented views are those of the organization. A resolution or official minutes from the organization are acceptable forms of documentation.
- Comments should be brief and to the point.
Personal attacks on Board members or others, comments considered profane, frivolous, harassing, and repetitive are prohibited.
- An immediate response from the Board is not required.
- The Board President or person conducting the meeting has discretion to determine the length of time and the number of times a speaker may speak.
- Unless additional time is granted by the Board President, each person is allowed between two (2) and five (5) minutes to speak.
- Members of the public will not be allowed to speak a second time until all members of the audience who wish to speak have been allowed to speak.
- Minutes are a summary of the Board's discussions and actions. Speaker requests to append the written statements or correspondence to the minutes are not favored. Generally, written materials presented to the Board will be included in the Board's files rather than in the minutes.

Approved, February 8, 2011

President, Board of Trustees