

DORR TOWNSHIP PUBLIC MEETING POLICY

As of January 1, 2011, the Illinois Statute pertaining to open meetings of public bodies in the State of Illinois was amended. In response thereto, Dorr Township hereby approves as and for its open meetings policy, the following restrictions and guidelines intended to promote fair and equitable participation by the township electors and insure that the Board's time is adequately devoted to the public interests and the business at hand.

At each regular and special open meeting, the electors of the Township may comment on or ask questions of the Board, subject to reasonable constraints.

The individuals appearing before the Board are expected to follow these guidelines:

1. Address the Board only at the appropriate times as indicated on the agenda (i.e. at the time for "Public Comments" on the agenda or for a specific listed agenda item) and when recognized by the Supervisor.
2. Record their name and address on the information/sign-in sheet as well as the topic which the speaker wishes to address.
3. Identify oneself by full name and address, and be brief. Ordinarily, such comments shall be limited to 3 minutes. In usual circumstances, and when the person has given advance notice of the need to speak for a longer period of time, such person may be allowed to speak for more than 3 minutes.
4. The Supervisor shall control public comments to enforce time limits and/or reduce respective comments.
5. No more than 20 minutes shall be devoted to public comment except by majority approval of the Board.
6. The Supervisor shall have the authority to determine procedural matters regarding public participation not otherwise defined in Board policy.
7. Priority for presentation will be given to individuals who have not previously addressed the Board.
8. If addressing the Board on a specific agenda item then any comments shall be limited germane to said agenda items.
9. Speakers shall not make charges or level complaints against individual employees or officers of the Township. Such charges or complaints will only be accepted in writing and will not be considered unless signed by the person making the charges.
10. The Board reserves the right to terminate any public comment that becomes hostile, defamatory, argumentative, threatens the public's safety or is disruptive to the meeting.
11. The Board will not necessarily respond to the public comments at the time they are made. Consideration will be given to public comments and further research may be required before the Board takes any action concerning any comments.

The Clerk shall record public comments in summary form only in the minutes of the meeting.

Petitions or written correspondence to the Board shall be presented to the Board at the next regularly scheduled Board meeting.

The Board will permit recording of the proceedings of a public meeting of the Board in a manner that does not interrupt the proceedings, inhibit the conduct of the meeting, or distract Board members or other observers present at the meeting. Meetings or portions of meetings which are permitted by the Act to be closed to the public may not be recorded by the public. The Supervisor may designate a reasonable location for recording equipment or camera, may restrict the movements of individuals who are using recorded equipment if said movements become disruptive to the meeting, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting. The Supervisor shall have the authority to determine when any recording device or camera interferes with the conduct of a meeting and may order that an interfering device be removed.