



LEBANON AQUATIC DISTRICT (LAD) REQUEST TO ADDRESS THE BOARD

NOTE: ONCE COMPLETED, THIS CARD BECOMES A PUBLIC DOCUMENT.

DATE		TIME		DISTRICT RESIDENT?	YES / NO (CIRCLE)
NAME					
RESIDENCE ADDRESS					
CITY		STATE		ZIP	
EMAIL				PHONE	
TOPIC					

ALL PRESENTERS ARE REQUIRED TO SPEAK WITH COURTESY, RESPECT AND TOLERANCE.

- *The board will not hear comments regarding individual staff, volunteers or board members.*
- *Personal or inappropriate comments/actions will immediately be stopped (gaveled out) with no warning, and the speaker will be directed to sit down or exit the meeting.*
- *Each speaker is limited to three minutes and will receive a two-minute warning. Board members, staff and volunteers will not respond to comments. Audience members may not join an ongoing discussion. Topics should be presented by one person without group comment.*
- *The board meeting is not an open conversation with the community, as it must follow Oregon Public Meeting Law and is a monthly review of business operations.*



LEBANON AQUATIC DISTRICT (LAD)

BOARD POLICY – SECTION 3.9

SECTION 3.9 - PUBLIC PARTICIPATION/COMMENT

In order to foster an atmosphere of cooperation and transparency, and to best serve the interests of the community, it will be the policy of Lebanon Aquatic District to allow public comment at all open board meetings, unless otherwise stated, under the following structure:

- a) Public Participation sign-up forms will be available at each regular board meeting. The board will provide a public comment time at each regular meeting, unless otherwise stated, according to the agenda (see Sect. 3.3 (E) Audience Time). During this time members of the public may speak to the board about district items that are not already included on the agenda. Once recognized by the board president, members shall state their name and physical address for the record and address the board. Comments are limited to 3 min. You will not be allowed to give your 3 min to someone else. We request that groups with similar comments or issues choose a spokesperson to present joint remarks. Comments will remain civil and on topic.*
- b) Board members should not respond to comments made during Audience Time except to ask clarifying questions. Any public requests for board action will be referred to staff for review before being placed on a future agenda.*
- c) The district is under no obligation to take public comment on any agenda item under discussion but may choose to do so at the discretion of the board president, unless otherwise decided by the board. The president may also limit duration or subject matter at his or her discretion.*

All audience members shall abide by the rules of common decorum contained herein and as would be commonly expected in a public setting. No audience member shall disrupt the conduct of the meeting or clap, cheer, hoot, holler, gesture, whistle, guffaw, jeer, boo, hiss, make remarks out of turn, use profanity, or the like. Any audience member who does so shall be determined out of order and the chairperson may have such person removed from the Board chambers. Such person shall not be permitted to attend the remainder of that board meeting.

The board will not hear comments about individual staff, volunteers or board members.

Comments about individual staff, volunteers or board members will immediately be stopped (gaveled out) with no warning and the person asked to sit down or leave.