

**SPEAKER SLIPS**  
**BOARD OF TRUSTEE MEETING**  
**PROCEDURES & PROTOCOL**

The Perry Township Board of Trustees regular meetings are held the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month (excluding holidays or as otherwise indicated on the township's website), beginning at 6:30PM.

To better facilitate official township business during a public meeting, the following rules apply to the general public when they wish to speak before the Board of Trustees and/or attend a scheduled meeting:

1) Speaker slips must be filled out completely by the person who wishes to speak. Speaker slips must be received by the Recorder prior to the start of the meeting.

2) The Chairman of the Board will call speakers to the podium, in the order the slips were received by the Recorder. Each speaker will be allotted a total of three (3) minutes to address the Board of Trustees. This is not a question/answer session. This is an opportunity to voice your thoughts with the Township Board.

In the event that subject matter does not concern the legislative or administrative responsibilities of township government, the Chairman may refer the speaker to another public forum and/or deny the request.

3) Only members of the general public who have been invited to the podium by the Chairman of the Board may speak; and within the allotted time. Speakers will direct all dialog to the Board of Trustees. All others in attendance are asked to remain silent during the meeting session unless otherwise directed by the Chairman of the Board.

4) In accordance with O.R.C. 2917.12, attendees will not obstruct or interfere with the due conduct of a public meeting. As such, attendees will address the Board of Trustees in a respectful manner. Obscenities, defamation, slander and unruly disruptions will not be tolerated.

Conduct of speakers and all other attendees shall be subject to the right of the Chairman of the Board to preserve the order and decorum of the scheduled meeting. If the rules continue to be violated after one warning, the Chairman of the Board may revoke an individual's speaking privileges and / or choose to have a speaker or attendee removed from the building.

5) Cellular phones should be turned off or set to vibrate.

**SPEAKER SLIPS**  
**PERRY TOWNSHIP, FRANKLIN COUNTY**  
**7125 Sawmill Road; Dublin, OH 43016**  
**(614) 889-2669 • (614) 889-5071 (fax)**

If you wish to address the Board of Trustees, please complete this form before the meeting begins. Incomplete speaker forms may not be entertained by the Chairman of the Board.

You will have (3) three minutes to address the Board of Trustees.

\*\*\* Complete set of meeting rules can be found on the back of this form.

Thank you for attending

**Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_

Brief description of the matter you wish to address:

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By signing this document, you also acknowledge that you understand the laws and rules of participating in a public meeting.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date