



Perry Township, Franklin County

7125 Sawmill Road; Dublin OH 43016 (614) 889-2669 Fax (614) 889-5071

If you wish to address the Board of Trustees, please complete this form and turn it into the Recorder at least (15) minutes before the meeting begins. ***Incomplete speaker sheets will not be entertained by the Chairman of the Board.***

You will have three (3) 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 discuss:

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

Signed: _____

Date: _____

BOARD OF TRUSTEE MEETING PROCEDURES & PROTOCOL

The Perry Township Board of Trustees regular meetings are held the 1st and 3rd Monday of each month (excluding holidays or as otherwise indicated on the township's website), beginning at 7:00PM.

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. Completed speaker slips must be received by the Recorder at least fifteen (15) minutes prior to the start of the meeting. The Chairman of the Board will not entertain incomplete speaker slips.

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 and must only speak to the matter indicated on the speaker slip. This is not a question-answer session; however, it is an opportunity to voice your thoughts with the Township Board.

a) For agenda matters, the Board will entertain three (3) speakers per agenda matter.

b) For public comment matters, there will be a limit of six (6) speakers, with no more than three (3) speakers on any one subject.

Please note: If time allows, the Chairman of the Board may entertain questions at the end of the public comment period. All rules of addressing the Board of Trustees will apply.

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.