

## POLICY FOR PUBLIC COMMENTS AT SYCAMORE TOWNSHIP BOARD MEETINGS

Sycamore Township Board of Trustees meets once per month on the second Tuesday at 6:00 pm in the Sycamore Township Building. Citizens or interested parties who wish to be placed on the agenda must notify the Township Supervisor no later than the Thursday preceding the monthly meeting. (Supervisor Amy Mathey, Sycamore Township, 545 Brickville Rd., Sycamore, IL 60178 or Phone – 815-895-3766).

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

1. Address the Board only at the appropriate times as indicated on the agenda and when recognized by the Township Supervisor. The Township Supervisor will ask if anyone wishes to address the Board and will determine the order in which the speakers will be recognized.
2. Identify oneself by FULL NAME, ADDRESS, AND AFFILIATION (if any). Ordinarily, such comments shall be limited to three (3) minutes. In unusual circumstances, and when the person has given advance notice of the need to speak for a longer period of time, such a person may be allowed to speak for more than three minutes. An immediate response from the Board is not required.
3. The Township Supervisor has discretion to determine the length of time and the number of times a speaker may speak. The Supervisor may deny the opportunity to speak to a person who has previously addressed the Board on the same subject within the past two (2) months.
4. 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.
5. The Board Supervisor may grant a request to address the Board during other portions of the meeting.
6. The Township Board reserves the right to remove anyone for disrupting the board meeting (the public's business) or threatening the public's safety.
7. Members of the public are allowed to record (audio/video/electronic devices) a public meeting in any fashion. The Township Board Supervisor has the authority to terminate the recording if privacy issues are involved.
8. The Board Supervisor shall have the authority to determine procedural matters regarding public participation not otherwise defined in Board Policy.

Passed and adopted on July 11, 2023, by Sycamore Township Board.

By Amy Mathey  
Township Supervisor

By Kathleen Lampkins  
Township Clerk