

Procedural Rules for Adoption at Ag Boards/Commissions/Councils

Agenda Item _____

Sample Language for Electronic Attendance Version 1:

ADOPTED →

Meetings may be conducted by conferencing or videoconferencing. Members who cannot attend in person may participate via videoconference or telephone.

Sample Language for Electronic Attendance Version 2 (more restrictive):

Meetings may be conducted by conferencing or videoconferencing. Members who cannot attend in person due to illness or business-related conflicts may participate via videoconference or telephone.

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Sample Language for Public Participation Version 1:

ADOPTED →

Citizens may attend these meetings and may provide comments. Public comments may be submitted orally or in writing. If comments are submitted in writing, they must be received prior to the starting time of the meeting and are limited to five pages. If comments will be provided orally, the citizen must inform the Board Chairperson prior to the starting time of the meeting and the oral comments shall be limited to ten minutes.

Sample Language for Public Participation Version 2 (more restrictive):

Citizens may attend these meetings and may provide comments. Public comments may be given orally or in writing. An outline of the oral comments and/or a copy of the written comments must be submitted to the Board Chairperson at least 48 hours prior to the meeting. Oral comments are limited to five minutes and written comments are limited to five pages.