



TOWN OF THOMPSON'S STATION PUBLIC MEETING CODE OF CONDUCT

PURPOSE:

Public meetings are essential to the democratic process. All Town meetings follow the Tennessee Open Meetings Act and are open to the public. Public comments at meetings are permitted, only as delineated below. These objectives and rules are established to allow the public's business to be accomplished in a timely, respectful, and efficient way.

PUBLIC MEETING CODE OF CONDUCT OBJECTIVES:



Observe the Public Meeting Rules and the Rules of Decorum.



Listen to understand, not to reply.



Speak with intention in a concise manner.



Be tolerant and respectful in disagreements with others' statements or comments.



Express your opinion to educate board members, commissioners, audience members, and your neighbors with respect.

PUBLIC MEETING RULES:



All speakers are requested to sign the Public Comment Sign-In Sheet no later than five (5) minutes prior to the commencement of the meeting. The Sign-In Sheet shall be made available no later than 15 minutes prior to the commencement of the meeting. All speakers shall be present at the meeting.



All comments shall be directed through the Chair. Public comments are not a debate and there shall be no questions-and-answers as part of any comments.



All comments must be germane to the items on the agenda and should be concise, non-repetitive, and shall not exceed three (3) minutes per speaker. Time cannot be shared or allotted with other speakers. Time limits may be adjusted at the discretion of the Chair. The allotted time of three (3) minutes shall include and commence from the beginning of the speaker's remarks. No comments shall be permitted outside of the public comments section of the agenda or an applicable public hearing.



The Chair can stop comments after time has expired or if the commenter has violated these Rules and/or the Rules of Decorum.



The Chair can remove the commenter from the meeting if violations occur.

Phone: (615) 794-4333
Fax: (615) 794-3313
www.thompsons-station.com



1110 Fountain View Blvd
P.O. Box 100
Thompson's Station, TN 37179

TOWN OF THOMPSON'S STATION PUBLIC MEETING RULES OF DECORUM

- ▶ Persons will refrain from creating, provoking, or participating in any type of disturbance involving unwelcome physical contact.
- ▶ Persons will refrain from behavior that will disrupt the public meeting. This includes loud noises, shouting, booing, hissing, heckling, clapping, or engaging in any other activity in a manner that disrupts or impedes the orderly conduct of the meeting or impedes the ability of the speaker to be heard by the Board/Commission.
- ▶ Persons will refrain from the use of obscene language, "fighting words" likely to incite violence from the individual(s) to whom the words are addressed, or other language which is disruptive to the orderly and fair progress of discussion at the meeting.
- ▶ Persons will refrain from using audible electronic devices (including, but not limited to mobile phones, radios, portable gaming devices, or computers) or other devices while the meeting is in session.
- ▶ Signs, posters, banners and/or other display material are prohibited in the Board Room, as they may obstruct the view or safe passage of other attendees, or otherwise disturb the business of the meeting.
- ▶ Persons in the audience will refrain from the following prohibited conduct at meetings: campaigning for public office, soliciting of funds, or promoting private business ventures.
- ▶ All persons shall, at the request of the Chair, be silent.
- ▶ If, after receiving a warning from the Chair, a person persists in disturbing the meeting, the Chair may order that person to leave the meeting. If he does not remove himself, the Chair may order that person to be removed by a law enforcement officer.
- ▶ Weapons and other objects deemed a threat to the safety of persons at the meeting or the facility infrastructure are not allowed.
- ▶ Persons in the audience shall refrain from smoking or eating in the Board Room.
- ▶ Persons exiting the Board Room shall do so quietly.