

**BOARD OF TRUSTEES MEETING ATTENDANCE PROTOCOL****Board Meeting Decorum**

Please be mindful that the NEORSD Board of Trustees meeting is a public governmental meeting that is an important part of governing and documenting NEORSD operations. Attendees must refrain from any disruptive behaviors while attending the meeting, including:

- Engaging in conversations while seated in the audience.
- Bringing food or beverages into the Public Meeting Room.
- Attempting to address Board members from the audience during the meeting.
- Engaging in abusive, threatening, or disorderly language or conduct.
- Displaying signs or banners at the meeting.
- Refusing a Board directive to yield the podium after the allotted time limit.

Our goal is to ensure a productive and effective meeting for both members of the public and the NEORSD Board of Trustees and staff. We appreciate your interest in attending our Board Meeting and hope you find it both enjoyable and informative.

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**Addressing the Board**

There are two opportunities to address the Board in Public Session as shown on the Board Agenda schedule: 1) Related to Specific Agenda Topics, and 2) Any Subject Matter.

If you would like to address the Board at either of these Public Sessions, please follow these instructions:

1. Enter your information on the sign-in sheet provided just inside the Public Meeting Room door, including your name and topic(s) you will be addressing. Please be as specific as possible as to the nature of your topic(s).
2. When the Board President calls your name, approach the podium located next to the Court Reporter, and speak clearly into the microphone.
3. Unless otherwise determined by the Board President, each speaker will be allotted three (3) minutes to address the Board.
4. If you are addressing questions to the Board, the appropriate NEORS D staff member will either answer your question immediately, or will research the answer to your question and respond as soon as possible after the Board meeting. This will be determined by the Board President.