

Citizens of Stark County may address the Stark County Board at their regularly scheduled and special meetings held at 7:00 p.m. on the second Tuesday of the month in the Courtroom of the Stark County Courthouse located at 130 W. Main Street, Toulon, Illinois.

The Stark County Board welcomes visitors- members of the public and employees- to its regular and special meetings. All members of the public and County employees must complete the Public Comment form by noon of the meeting day.

Public Comment Forms are available at the County Clerk's Office and on the County Website (when fully operational).

#### Procedure For Public Input At County Board Meetings

1. Fifteen minutes shall be set-aside at the beginning of each County Board meeting for the purpose of allowing members of the public or County employees to make comments to the County Board or to ask questions.
2. Each speaker shall be allowed three minutes to address the Board.
3. The County Board Chairman will have the prerogative to determine the order of the speakers and the procedures to be followed in making the presentations.
4. There will be no audio/visual aide allowed during the public input period.
5. All speakers will be required to address the Board from the designated location in the Courtroom. All comments will be recorded and made part of the official record of the meeting. Comments shall be directed to the Stark County Board or Committee and not to individual Board Members.
6. The Chairman will refer all questions to the appropriate Board Committee, Elected Official or Department Head for a response.
7. No dialogue between speakers and Board members will be allowed.
8. Each presentation shall be in consonance with good taste and decorum befitting the occasion and dignity of the meeting. Shouting, loud statements, threats, name calling, offensive personal references or other improper conduct are strictly forbidden.
9. Comments shall be limited to topics that are relevant to the business matters of the Stark County Board and/or Committee.
10. If a member from the public wishes to address the Board during the meeting on a specific agenda item, they must contact a Board Member prior to the meeting to have the Board Member ask the Chair for permission to speak.

Request to Address the Stark County Board

The Stark County Board welcomes visitors- members of the public and employees- to its regular meetings. To accommodate the public, the attached rules have been established. All members of the public and County employees must complete this form by noon of the meeting day.

Each presentation shall be in consonance with good taste and decorum befitting the occasion and the dignity of the meeting. Shouting, loud statements, threats, name calling, offensive personal references or other improper conduct are strictly forbidden.

Name: \_\_\_\_\_

The below information is not mandatory, but may be completed at the option of the requestor. It is to be used for the purpose of keeping accurate meeting minutes, and for the county to respond effectively to concerns raised at public meetings, when applicable.

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Group you are representing, if any: \_\_\_\_\_

Please explain the topic on which you wish to comment:

---

---

---

---