

## **Public Comment Policy**

Pursuant to the Kansas Open Meetings Act, the public has a right to attend and observe the meetings of the Butler County Extension Council which includes the Executive Board, Program Development Committees (PDC) and committees other than those dealing with personnel. However, citizens may speak and participate in meetings only to the extent allowed by the following policies.

1. The general public will be allowed to address the Executive Board during the "Public Comment" section of the agenda. Persons must sign up by contacting the County Extension Director prior to the meeting time in order to be given time to speak. Public comments shall be respectful and made in a manner not to incite ill feelings or a disruption of the meeting.
2. The time allowed should be determined by the number wanting to speak. It is suggested to allow 5 minutes per person for a total of 30 minutes for the comment period. Persons may not defer their time to another person.
3. No person, other than members of the Executive Board, agents, staff or those individuals asked questions and recognized by the chair, will be permitted to enter into any discussion.
4. If the speaker asks for Board action, the Board Chair may place the item on the agenda of a future meeting or it may be sent to the appropriate PDC. The PDC can place it on the board agenda when they are ready to make a recommendation.
5. Board members should encourage interested parties to present items directly to the Board instead of asking a board member to present their issue.