

## **Illinois Open Meetings Act**

**Section 2.0.1 Public Input:** Any person or group wishing to address an item on the agenda shall be limited to a total of 15 minutes at the beginning of each regular meeting where all input from the public shall be heard at such time. All those wishing to speak during the public input portion of the meeting must complete an information form including name, address, phone number, stake in the SSA and topic to be addressed which is listed on the agenda and present the completed form to the secretary prior to the start of the meeting. Public input will proceed according to Robert's Rules of Order, most importantly:

- No attendee may speak twice until everyone else wishing to speak has spoken once.
- Remarks must be courteous in language and deportment avoiding all personal remarks and never alluding to others by name or to motives.
- One person may speak at a time, if not the presiding officer can call them out of order.

All reasonable efforts will be made to accommodate the public. To assure an orderly and timely meeting the Chair may limit time allotment to five minutes or less per person and the person addressing the Commission may only address the Chair.