

PUBLIC COMMENT PROCEDURES  
GRANVILLE COUNTY BOARD OF ELECTIONS

The Granville County Board of Elections is committed to allowing members of the public an opportunity to offer comments and suggestions related to the functions and responsibilities of the Board of Elections. In addition to public hearings, a special time is set aside for the purpose of receiving such comments and suggestions. All comments and suggestions addressed to the Board during the Public Comment period shall be subject to the following procedures:

1. The Public Comment period will be held at the beginning of the Board meeting. The comment period will be limited to a maximum of thirty (30) minutes.
2. Persons who wish to address the Board during the Public Comment period will register on a sign-up sheet located at the front of the meeting room. Speakers will provide their name and the topic of their comments on the sign-up sheet. Sign-up sheets will be available thirty (30) minutes before the start of the meeting. No one will be allowed to have his/her name placed on the list by telephone request.
3. Each person signed up to speak will have three (3) minutes to make his/her remarks. Each person signed up to speak will only be entitled to the time allotted to each speaker and one additional time-period which may be yielded to him/her by another individual who has also signed up to speak on a particular topic.
4. Speakers will be acknowledged by the Board Chairperson in the order in which their names appear on the sign-up sheet. Speakers will address the Board from a place designated at the front of the room and begin their remarks by stating their name.
5. Public comment is not intended to require the Board to answer any impromptu questions. Speakers will address all comments to the Board as a whole. Discussions between speakers and members of the audience will not be allowed.
6. Speakers will be courteous in their language and presentation. Speakers must be respectful and courteous in their remarks and must refrain from personal attacks and the use of profanity.
7. Only one speaker will be acknowledged at a time. If the time-period runs out before all persons who have signed up get to speak, those names will be carried over to the next Public Comment period.
8. Any applause will be held until the end of the Public Comment period.
9. Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the Board Secretary or the director of elections if designated to receive such remarks and documents by the Board Secretary.

10. Speakers shall not discuss matters of attorney-client privilege involving the Board, anticipated or pending litigation involving the Board, personnel, matters which are made confidential by law, or matters which are the subject of public hearings.
11. Action on items brought up during the Public Comment period will be at the discretion of the Board.