#### Resolution 04 - 22

## Adopted May 9, 2022

### Policy on Public Comment Guidelines

BerksIDA members want to hear from the members of public and provide two ways for members of the public to exercise their freedom of speech.

# At regular meetings:

When members of the public are present, a public comment period is held at the beginning of regularly scheduled board meetings. Speakers addressing BerksIDA during the public comment periods will be asked to state their name and address for the meeting record. If representing an organization, they will be asked to name the organization. Each speaker will be limited to three minutes. The chair has the discretion to allow speakers to continue beyond that time and may ask speakers to summarize or conclude their remarks.

Speakers should make an effort to be concise and focused in their remarks. The chair may ask a speaker to conclude their remarks at any time if they become repetitive or disorderly. Groups may wish to designate a speaker to address the board.

Public comment is opportunity for members of the public to share information and bring issues and concerns to the attention of BerksIDA. It is not a debate and public comment speakers should not expect a back-and-forth exchange.

The board chair, or board members or staff, with the chair's permission, may ask clarifying questions of the speaker, staff or fellow board members.

#### Via email or phone:

Individuals may also contact BerksIDA outside meetings via email or by telephone. General messages should be left with the Fiscal Officer. Refer to the website, BerksIDA.com, for phone numbers and email addresses.

APPROVED AND ADOPTED this 9th day of May, 2022.

Berks County Industrial Development Authority

Assistant) Secretary