

**PROPOSED CRAWFORD COUNTY FAIR
ASSOCIATION POLICY
CONCERNING PUBLIC COMMENT AT MEETINGS**



Crawford County Fair Association Public Comment Policy

The Crawford County Fair Association (hereinafter the “Fair Board” or the “Board”) welcomes Crawford County citizens to board meetings and is willing to hear any Crawford County citizen or group desiring to appear and comment before the Board. However, the Crawford County Fair Board will not participate in a public debate regarding any item of public comment. The President of the Board is charged with enforcing this Policy. All comments must be directed to the President.

The Board recognizes the value of comment and inquiry by Crawford County citizens on Fair Board matters and the importance of involving Crawford County citizens in the Board’s meetings. The Board also recognizes its responsibility to implement a structure for conducting business on matters pertaining to the Crawford County Fair, and the necessity to conduct public meetings in a disciplined, orderly, effective, and transparent manner. Through the adoption of this policy, the Board intends to establish procedures for public comment at its public meetings.

To establish a fair and orderly procedure for public comment, this policy will provide an opportunity for Crawford County residents, business interests, taxpayers (at large), any representative of a firm eligible to bid on material or services solicited by the Board, or any state agency or municipal representative, to comment on all Board matters before the Board takes official action. Unless granted prior approval by the Board, non-residents may not comment at the Regular Meeting. Multiple requests by different persons representing the same group will not be honored. Any group desiring to address the Board should select a spokesperson who can express the views of the group.

The following policy is established:

The Fair Board’s meetings are held on the second Thursday of a given month at 10:00 a.m. at the Crawford County Cooperative Extension Office, 1099 Morgan Village Road, Suite A, Meadville, Pennsylvania, or another time, date, or location previously announced and advertised.

Any person representing a recognized group in Crawford County, as well as any Crawford County citizen, must first be recognized by the President of the Board. The speaker must then announce his/her name and city/town of residence before commenting, and state the agenda item on which the speaker wishes to comment. Citizens must restrict their comments to the matter that is on the agenda, or a matter that is or can be reasonably expected to be a future actionable

item by the Board. The Board will not allow comments on operations and individuals over which the Board has no authority.

Speakers will be granted three (3) minutes to address the Board. The total comment period is limited to 30 minutes. The Board may, in its discretion, waive this time limit on a case-by-case basis. All comments must be directed to the President.

The Board will not permit:

- A speaker to address repetitive subject matter discussed at a previous meeting, or to speak more than once on the same topic unless the subject matter may reasonably be expected to be the subject of official action or deliberation by the Board at a future meeting, as determined by the President.
- Comments on any ongoing criminal investigation, or pending or ongoing litigation.
- A speaker to relinquish time to another speaker.
- Political placards, advertisements, or other political propaganda that blocks the view of those in attendance or is disruptive to the conduct of the meeting.
- A speaker to address or question a Fair Board member individually.

The President of the Board may:

- Interrupt or terminate a Speaker's statement when the comments are too lengthy, personally directed, abusive, threatening, derogatory, obscene, or irrelevant.
- Request any individual to leave a meeting when that person does not observe reasonable public decorum.
- Call a recess or adjourn a meeting when the lack of public decorum interferes with the orderly conduct of the meeting.
- Waive these rules with the approval of the Board.

A citizen may be barred from speaking further before the Board if the citizen's conduct is deemed out of order. A citizen, once barred for improper conduct, will not be permitted to continue or again address the Board in that meeting unless a majority vote of the Board allows. If a speaker, thus barred, fails to obey the ruling, the President may take such action as is deemed appropriate. The President may bar a person from addressing the Board at the

Board's next monthly meeting for improper conduct. Once barred from speaking for improper conduct, a citizen may request the President, verbally or in writing, to reconsider the President's decision.

CRAWFORD COUNTY FAIR ASSOCIATION

By: _____
Dean Maynard, President

Attest:

Shelby Proctor, Executive Secretary