

WELCOME TO OUR TOWNSHIP BOARD MEETING

Bear Lake Township Policies & Procedures Chairing Township Board Meetings

All Board members will be treated with equal dignity and respect, and members shall have equal access to speak and to make motions.

The moderator will keep discussions focused on the agenda items.

The moderator in charged with ensuring that the will of the board majority prevails on decisions, while giving board members who hold to a minority view an adequate opportunity to present their positions to other board members.

The moderator will relinquish the gavel when he or she has a personal conflict of interest or is sufficiently conflicted on an issue that impartiality cannot be assured.

The moderator will:

Open the meeting at the specified time

Explain meeting procedure and decision-making processes so that the board members and the audience may appropriately participate

Restate audience questions

Apply time limits consistently

Recognize and deal with procedural objections

Protect members of the staff from verbal attack unrelated to official duties

Keep track of amendments to motions

Restate motions before they are voted upon

Call recesses during long meetings

Reconvene at specified time

Adjourn the meeting

Members of the public shall have the opportunity, under Public Comments, to address the board for no more than (3) minutes on any matter.