

APPLING COUNTY BOARD OF COMMISSIONERS
PUBLIC INPUT - SPEAKER REQUEST FORM

All meetings of the Appling County Board of Commissioners are held to conduct County business and said meetings shall be conducted in an orderly and respectful fashion. They are not a forum to belittle, ridicule, or embarrass County Commissioners, other County officials, County employees, or others in attendance at the meeting. The Chairman of the Board of Commissioners shall enforce the rules of the decorum, established in a **Model Ordinance: Meetings, Organization, and Public Access**; approved and signed November 4, 2024. The following information is an excerpt from the above referenced Ordinance.

PUBLIC INPUT All members of the public, wishing to address the Board of Commissioners, shall complete this form and return to the County Clerk, at least one week before the agenda work session. This request must be signed and dated, acknowledging the speaker will abide by all requirements.

❖ **GENERAL CONDUCT OF THE PUBLIC IN MEETINGS**

- (1) All cell phones and other communications devices shall be turned off or switched to silent mode; provided, however, that a cell phone or device may be used to make a video or audio recording of the meeting.***
- (2) All meeting attendees must be silent during the meeting while business is conducted.***
- (3) Anyone who wants to speak must, first, be recognized by the Chair.***
- (4) All comments must be directed to the Chair and not to individual Commissioners, staff, or others.***
- (5) All meeting attendees must conduct themselves in a respectful manner.***
- (6) Personal attacks and derogatory or inappropriate remarks are not permitted.***
- (7) There shall be no use of profanity during the meeting.***

Members of the public are expected to comply with the Rules of Decorum, established in the aforementioned Model Ordinance. Individuals, violating any rules of the Board, may be ruled out-of-order by the Chair or on a point of order made by a Commissioner. A majority vote of the Board shall rule on the point of order. An individual violating the rules of decorum may be removed from the meeting at the direction of the Chair.

PUBLIC PARTICIPATION Members of the public may also request that a particular subject be placed on the agenda for a meeting. To be considered, this request shall be submitted in writing to the County Clerk and received at least one week before the agenda work session.

NAME _____ CONTACT # _____
STREET/P.O. ADDRESS _____ EMAIL _____
CITY/STATE/ZIP _____ MEETING DATE _____
TOPIC _____

I, the undersigned party, agree to abide by all items stated above.

SIGNATURE _____ **TODAY'S DATE** _____

All requests should be submitted at least one-week prior to the meeting date, via email or in-person, to
Robyn Olliff Evans, County Clerk
Appling County Board of Commissioners * 69 Tippins Street, Suite 201 * Baxley, Georgia 31513
Work Cell: (912) 500-9763 * E-Mail: revans@applingco.com