

VILLAGE OF GREENUP
115 E. Cumberland St., P.O. BOX 246
GREENUP, IL 62428
Phone: 217-923-3401 Fax: 217-923-3424

Mayor Thomas A. Bauguss – Clerk Jill D. Kimble – Treasurer Kay D. Hornbeck

CITIZENS' GUIDE TO ADDRESSING THE VILLAGE BOARD OR COMMITTEE:

The rules and procedures for public comment at all open meetings of the Village Board and all Village Committees shall be as follows:

1. A public comment period shall be held near the top of the agenda of every open meeting of the Village Board and all Village Committees.
2. Public comment shall be permitted by the Presiding Officer only during the designated public comment period specified on the agenda.
3. All speakers shall address their comments to the Presiding Officer. The Presiding Officer may request that the appropriate member of the Village Board or Staff respond to the public comment at a later time.
4. Public comment is limited to a total of five minutes per speaker at any open meeting of the Village Board and is limited to a total of five minutes per speaker at any open meeting of a Village Committee. A speaker cannot give their allotted minutes to another speaker.
5. Once a speaker has been recognized by the Presiding Officer, the speaker shall only speak from the Podium and shall not approach the members of the Village Board or Village Committee. Speakers shall begin their comments by stating their first and last name.
6. The public comment period is not intended to require members of the Village Board or Village Committee or Village Staff to provide immediate responses or answers to questions of speakers. Discussions between speakers, members of the audience, and representatives of the Village shall not be permitted.
7. After a speaker has concluded making a public comment, or their allotted time for public comment has expired, they shall be seated with no further debate, dialogue, or comment.
8. All comments must be civil and respectful in nature.