

# VILLAGE OF SCOTIA

## Mayor

David J. Bucciferro, Deputy Mayor

## Trustees

Heather Gray, Deputy Mayor

Keith Brown

Justin P. Cook

George Solotruck



## Clerk-Treasurer

Maria A. Schmitz

## Attorney

Lydia R. Marola

## VILLAGE OF SCOTIA GUIDELINES FOR PRIVILEGE OF THE FLOOR

The Board of Trustees has adopted guidelines for privilege of the floor. The reason for these guidelines is to reinforce the purpose of privilege of the floor and to enable the board to conduct Village business in an orderly, informed and efficient manner.

The purpose of privilege of the floor is to give concerned citizens a public forum to make a statement to the board concerning topics affecting the Village of Scotia. The purpose is not to provide a forum for a question and answer session, to engage in a debate with the board or to direct comments to other people attending the meeting.

If you would like to speak during privilege of the floor, please follow these rules:

1. Print your name and address on the sign-up sheet prior to the beginning of the meeting or when recognized by the Mayor. If you are speaking on behalf of an organization, the organization's name must be stated.
2. Initially speakers shall be recognized from the sign-up sheet available prior to the meeting. When the list is exhausted the Mayor will ask if anyone else in the audience wishes to speak and will recognize those people.
3. When your name is called, present your statement to the board. You may use the podium or stand near your seat.
4. At the conclusion of your statement, please be seated or quietly leave the meeting room.

As indicated above, this is not a question-and-answer session. Board members will not respond during privilege of the floor. Board members, at their discretion, may respond during later portions of the meeting. If a resident has a question they would like answered, you may call the Village Clerk's Office at 374-1071 or send an email or written letter to the village. Your message will be given to the board and the appropriate individual or department.

Speakers will be allocated 5 minutes to present to the Board. You may provide a written statement of your comments or additional information you wish the board to see. Present your written comments to the clerk for inclusion in the minutes. Content of statements shall be limited to issues pertaining to the Village of Scotia.

Please keep in mind that privilege of the floor is just one way in which you may address the Board.

Finally, please make your statements in a courteous and civil manner. Personal attacks, rude, vulgar, or offensive statements will not be tolerated. If individuals persist in presenting in a manner that is disruptive to the meeting or in violation of the Hearing and Privilege Rules set forth above they will be subject to removal from the village hall.

Adopted by Board of Trustees 12/6/22