

Amendments shown for informational purposes only

BY-LAWS of COMMUNITY BOARD #12, MANHATTAN

As amended on May 25th 2019* [Article 10.05 (3) and 10.06 (6)]

10.05 The Public Session

- (1) The Public Session shall be the period on the agenda of a *regular* monthly Board meeting during which any member of the public with a residence, business, profession or other significant interest in Community District 12 shall be given an opportunity to bring to the attention of the Community Board any matter which the speaker believes to be of special or common interest to the community or the Board. The Public session shall further be that period of a *regular* Board meeting during which representatives of government agencies may express matter of public interest to the Board. Invited speakers, groups, City agencies or special consultants to the Board who shall be making special presentation or reports to the Board by prior arrangement may be placed upon the meeting agenda in the Executive Session.
- (2) All persons wishing to address the Board during the Public Session shall be heard in the order of their names upon a public speaker list which shall be kept by the Secretary or Assistant Secretary for the Chairperson and closed at the beginning of the Public Session on the agenda.
- (3) Each public speaker shall be limited to two (2) minutes, unless otherwise permitted by the Chairperson to a maximum of six (6) minutes.
- (4) Public Speakers may be questioned only by Board members for information upon the subject presented, but debate shall not be permitted during the Public Session.

10.06 The Official Business Session

- (1) The Official Business Session of a *regular* Board meeting shall consist of all portions of the agenda other than the Public Session.
- (2) Members of the public shall not speak or vote during the Official Business Session of Board meetings, but the public shall be permitted to attend and observe all meetings of the Board in accordance with the New York State Open Meetings Law. Public proponents of an issue may respond to questions for information by a Board member during the Official Business Session at the discretion of the Board Chairperson.
- (3) Board members shall be limited to three (3) minutes when recognized to speak to any matter during the Official Business Session, unless otherwise permitted by the Chairperson.
- (4) Elected or other officials shall be limited to three (3) minutes when reporting or speaking during the Official Business Session or Public Session of a Board meeting, unless otherwise permitted by the Chairperson to a maximum of six (6) minutes. Board members may question officials for further information, but debate shall not be permitted during the period of the official's reports or comments.
- (5) Committee reports shall be presented by committee Chairpersons or their designated representatives. Written reports or minutes of committee meetings previously issued to Board members shall not be read except when extracts are pertinent to the Board's deliberations.
- (6) The total time of the Public Session shall not exceed 45 minutes, regardless of the number of speakers. The Chair of the meeting shall have the discretion to extend by a few minutes the total time if there are more than 25 speakers, or to reduce equally the two-minute time for each public speaker. Notwithstanding Article 10.05(2) above, the Chair of the meeting also may, at his/her discretion, group speakers on a similar topic to ensure an uninterrupted and streamlined presentation by the public speakers on that topic. The Board itself also reserves the right to vote to increase the total time of the Public Session if the circumstances and number of speakers so warrant.