

Board of Directors Meeting Rules

Due to disruptive behavior by a small number of residents at previous Board of Directors meetings, the following rules were previously adopted and will be enforced to ensure the orderly conduct of Board of Directors meetings and compliance with applicable law. These rules apply to all members of the public in attendance. **Failure to comply may result in removal from the meeting.**

1. Public Session

There shall be **no general public comment** at this meeting, except as expressly permitted under these rules.

2. Order and Conduct

Members of the public shall conduct themselves in an orderly manner at all times.

- No member of the public shall approach the Board table, Board members, or officers during the meeting.
- Individuals who need to stand shall do so **in front of their own seat only**.
- Disruptive conduct, including but not limited to interruptions, outbursts, repetitive statements, or refusal to comply with the Chair's instructions, is prohibited.

3. Limited Public Participation

Following the Board's discussion of a report and **prior to any vote**, the Chair may permit members of Chapman Beach to ask questions **solely related to the agenda item under consideration**.

- Speaking time shall be limited to **two (2) minutes per speaker**.
- The Chair shall determine relevance, enforce time limits, and may terminate remarks that are out of order, repetitive, or unrelated.

4. Agenda Restrictions

The Board shall consider and act **only on items listed on the posted agenda**.

In accordance with **Connecticut General Statutes §1-225(c)**, items may be added to the agenda during the meeting **only if all statutory requirements are satisfied**.

5. Submission of Agenda Items

Requests for agenda items must be submitted **in writing** via the *Contact Us* page on **chapmanbeach.org** prior to the posting of the agenda.

6. Late Requests

Items submitted after the agenda has been posted, or raised during the meeting, **shall not be discussed** and shall be scheduled, if appropriate, for the **next regularly scheduled Board meeting**.

7. Authority of the Chair

The Chair is authorized to:

- Maintain order and decorum
- Rule comments out of order
- Enforce time limits
- Require any person to cease speaking
- Direct the removal of any individual whose conduct disrupts the meeting or who fails to comply with these rules

The Chair's rulings on matters of procedure and order shall be final.