

**JEFFERSON ALLIANCE**  
**BOARD OF DIRECTORS' MEETING**  
**PUBLIC INPUT POLICY**

The Board of Directors (the "Board") of Jefferson Alliance conducts all meetings in compliance with the Tennessee open meetings law. Tennessee law requires that meetings be open for public observation, but it does not require that the public be allowed to participate in the meetings.

However, the Board values the ideas and insights of others. Therefore, it is the policy of the Board to allow members of the public to speak once on any agenda item for up to five (5) minutes. If you wish to speak to this Board, please sign up to speak before the meeting by registering on the sign-up sheet that will be available at the meeting. Only persons who have registered to speak prior to the convening of the meeting will be allowed to speak.

A person speaking on an agenda item will be granted time by the presiding officer of the Board to speak when his or her topic of interest is addressed on the agenda. When a number of persons desire to speak to an issue, each side shall be limited to three (3) speakers and a maximum total speaking time of fifteen (15) minutes. The Board may extend the number of speakers or the time allowed for speakers by a vote of majority of the Directors present.

At the conclusion of the Board's regularly scheduled business, the time for a general public forum will be announced. This forum will allow for persons to speak to items that were not on the agenda. The public forum will be limited to thirty (30) minutes. The order of speakers will be determined according to the order of names on the sign-up sheet, with the exception that Jefferson County residents will speak before non-residents. The presiding officer of the Board will then call on those persons one at a time to stand and address the Board for no more than five (5) minutes per speaker.

All speakers, members of the audience, and Directors shall remember that the meeting is a Board meeting. All persons are to show proper respect to each other and shall maintain the proper decorum in the meeting at all times. Persons who fail to observe the rules as to proper decorum shall not be permitted to speak and may be removed from the meeting.

Time allocated for public forum provides an opportunity for community members to share their ideas, insights, and concerns with the Directors; it is not, however, intended to be a time for discussion between the Directors and the speaker or a time for obtaining either answers to questions raised or responses to requests made for information or action. As appropriate, response to questions raised and/or requests made by the speaker may be made at a later time after Directors and/or staff have had sufficient opportunity to consider and deliberate on them.

All members of the public are always encouraged to submit written information prior to a board meeting by either of the following methods:

Mail: 112 City Center Drive  
Jefferson City, TN 37760

Email: [ ]

**JEFFERSON ALLIANCE**  
**Meeting of Board of Directors**  
**Public Input Sign-Up Sheet**

**Meeting Date:** \_\_\_\_\_

<sup>1</sup> Name:	<sup>2</sup> Agenda Item?	Y	N	<sup>3</sup> If yes, which agenda item number?
<sup>4</sup> Address:				
Name:	Agenda Item?	Y	N	If yes, which agenda item number?
Address:				
Name:	Agenda Item?	Y	N	If yes, which agenda item number?
Address:				
Name:	Agenda Item?	Y	N	If yes, which agenda item number?
Address:				
Name:	Agenda Item?	Y	N	If yes, which agenda item number?
Address:				
Name:	Agenda Item?	Y	N	If yes, which agenda item number?
Address:				
Name:	Agenda Item?	Y	N	If yes, which agenda item number?
Address:				
Name:	Agenda Item?	Y	N	If yes, which agenda item number?
Address:				
Name:	Agenda Item?	Y	N	If yes, which agenda item number?
Address:				
Name:	Agenda Item?	Y	N	If yes, which agenda item number?
Address:				