

RESOLUTION NO. 2014 - 01

A RESOLUTION ADDRESSING PERMITTING REMOTE PARTICIPATION IN MEETINGS

WHEREAS, the Open Meetings Act, (5 ILCS 120/7) allows for attendance by means other than physical presence.

WHEREAS, a majority of the Township Board must adopt rules to allow a member to attend remotely. These rules must conform to the requirements and restrictions of Section 7 of the Open Meetings Act.

WHEREAS, at the regular meeting of the Township Board, held on January 27, 2014, a motion to adopt said Resolution containing the following procedures pursuant to OMA was presented.

IT IS HEREBY RESOLVED AS FOLLOWS:

A. REMOTE PARTICIPATION IN MEETINGS

DEFINITION OF MEETING. The term "meeting" as applied to any Town of the City of Bloomington public body as defined in the Illinois Open Meetings Act shall be defined to mean "Any gathering, whether in person or by video or audio conference, telephone calls, electronic means (such as, without limitation, electronic mail, electronic chat and instant messaging), or other means of contemporary interactive communication, of a majority of a quorum of the members of a public body held for the purpose of discussing public business" or such other definition as shall be contained within the Illinois Open Meetings Act as amended from time to time.

REMOTE PARTICIPATION POLICY. Any member of a Town of the City of Bloomington public body may attend and participate in any meeting of such public body as defined in the Open Meetings Act from a remote location via telephone, video or internet connection provided that such attendance and participation is in compliance with the Remote Participation Policy set forth in this Resolution and any applicable laws.

- A. Policy Statement. It is the policy of the Town of City of Bloomington that a member of any group associated with this unit of government which is subject to the provisions of the Open Meetings Act (Covered Group) may attend and participate in any open or closed meeting of that Covered Group from a remote location via telephone, video or internet connection, provided that such attendance and participation is in compliance with this policy and any other applicable laws.
- B. Prerequisites. A member of the Covered Group of the Town of the City of Bloomington shall be provided the opportunity to attend an open and closed meeting or only one of such meetings from a remote location if the member

meets the following conditions and a majority of the members present of the Covered Body votes to approve the remote attendance.

1. the member must notify Township Clerk or the recording secretary of the Covered Body at least 24 hours before the meeting unless advance notice is impractical.
 2. the member must assert one of three reasons described herein why he or she is unable to physically attend the meeting, including either (1) that the member cannot attend because of personal illness or disability; (2) the member cannot attend because of employment purposes or the business of the Town of the City of Bloomington; or (3) the member cannot attend because of a family or other emergency; and
 3. a quorum of the Covered Body must be physically present.
- C. Voting Procedures. After roll call, a vote for the Covered Body shall be taken, considering the prerequisites set forth in B (2) above, on whether to allow an off-site board member to participate remotely. All of the members physically present are permitted to vote on whether remote participation will be allowed. A vote may be taken to permit remote participation for a stated series of meetings if the same reason applies to each case. Otherwise, a vote must be taken to allow each remote participation.
- D. Quorum and Vote Required. A quorum must be established by members physically present at any meeting before it can be considered whether to allow a member to participate in the meeting remotely. A vote of a majority of the members present shall be necessary to decide the issue. For the meeting to continue, there shall always need to be a quorum physically present.
- E. Minutes. The member participating remotely shall be considered an off-site participant and counted as present by means of video or audio conference for that meeting if the member is allowed to participate. The meeting minutes of the Town of the City of Bloomington shall also reflect and state specifically whether each member is physically present, present by video, or present by audio means.
- F. Rights of Remote Member. The member permitted to participate remotely will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The remote member shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any remote member shall be called during any vote taken, and his or her vote counted and recorded by the Township Clerk and placed in the minutes for the corresponding meeting. A member participating remotely may leave a meeting and return as in the case of any

member, provided the member attending electronically shall announce his or her leaving and returning.

- G. Closed Meetings. A quorum of the Town of the City of Bloomington's members must be physically present at any closed meeting. Members participating remotely shall otherwise be entitled to participate in closed meetings by video or audio conference as provided above.
- H. Costs. A member participating remotely via telephone shall be reimbursed for the cost of the telephone call upon a valid receipt shown. Any other costs associated with remote participation, including video conferencing and other audio and video equipment, must be approved by the Town of the City of Bloomington.

ADOPTED this 17th day of January, 2014.

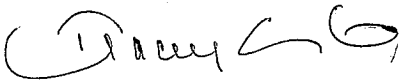
APPROVED this 18th day of January, 2014.

APPROVED:



Deborah Skillrud
Township Supervisor

ATTEST:



Tracey Covert
Township Clerk