

PACIFIC COAST ATHLETIC LEAGUE OPEN MEETING POLICY

Adopted September 28, 2017

All meetings conducted by the Pacific Coast Athletic League (PCAL) Board of Managers shall be open meetings except as noted below. The Agenda for each such meeting shall be posted on the league website at www.pcalathletics.org

The public may attend as representatives of any group, organization and/or the press. The public will be allowed to address the members of any committee or board during the public communications portion of the meeting for a period of time not to exceed five consecutive minutes per individual and a cumulative total of 25 minutes per topic. The Board of Managers may be addressed on any topic. The public will also be allowed to speak for one consecutive minute per individual and a cumulative total of five minutes per agenda item when it is introduced. The League President or his/her designee who is running the meeting has complete discretion over allowing the public to address the Board for longer periods of time during a Board of Managers or Executive Committee meeting.

EXCEPTION 1

The League President or his/her designee who is running the meeting may convene an Executive Session which shall exclude all persons except members of the body, or any other individual(s) whose presence is required for the purpose of a closed session as determined by the Board President or committee chair only when personnel and/or litigation matters are to be discussed.

EXCEPTION 2

Appellate hearings on eligibility matters shall be limited to appellants, their designees and members of the body.

PROTOCOL FOR MEMBERS OF THE PUBLIC WISHING TO ATTEND AND/OR ADDRESS THE PCAL BOARD OF MANAGERS MEETINGS

1. All individuals attending any meeting of the PCAL Board of Managers who are not members of that governance body, shall have the opportunity to sign in on the sign-in sheet provided by the PCAL if they wish to do so.
2. Any individual, as described above, who wishes to address the PCAL Board of Managers may provide additional information on the PCAL sign in sheet. Such individuals present will wait to be recognized by the PCAL President (At any meeting where the President is not in attendance &/or someone else has been appointed to Chair the PCAL Board of Managers meeting for the day, PCAL President hereinafter shall refer to either person(s) conducting the meeting on that day.)
3. Before the meeting begins, the Sign In Sheet that includes those names and additional information that any non-board member voluntarily provided, will be presented to the PCAL President.
4. At the point in the meeting indicated on the respective governance body's Agenda for Public Input, the PCAL President shall call on members of the public in the order in which they present themselves and indicate that they wish to address the governance body on a particular Agenda Item. All public comments will be administered by the PCAL President in accordance with the PCAL Open Meeting Policy. (please see above).

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