

DOWNTOWN COMMUNITY COUNCIL

Meeting Participation Decorum

The Downtown Community Council highly value's your participation and comments. During testimony please consider the following points to provide the most beneficial experience for all:

- ◆ Consider relevance to topic presented and speak directly to the point
- ◆ Consider your tone and tenor both in body language and speech
- ◆ Consider asking questions for clarification than accusation
- ◆ Be sensitive to time allotted to each participant
- ◆ Be polite, gracious and respectful
- ◆ Avoid monopolizing the conversation
- ◆ Crass or vulgar language is not tolerated
- ◆ Be assertive but not aggressive in presenting
- ◆ Refrain from side-bar conversations
- ◆ Posture your body to provide clarity for recording purposes, please speak clearly and with volume
- ◆ If the meeting is held on-line, please mute your devise when not speaking
- ◆ To notify the on-line facilitator that you wish to speak, please raise your hand or make a note in the video chat box

Please note that the above decorum is to be applied by all. Should any participant not cooperate with the guidelines noted, they will be censured in participating.

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