

INTERIOR DESIGN BOARD MEETING MANAGEMENT AND OPEN MEETINGS RULES- Amended April 29, 2014

1. All parties attending the meeting should remain seated while in the meeting room. If chairs are not available, then those without chairs may remain standing until a chair becomes available.
2. Those videotaping the meeting may do so while seated.
3. Meeting attendees may not approach the board members or the conference table unless permission is requested and then granted by the Board chairman.
4. Those who wish to speak may do so during 'Public Comment on today's agenda items'. Those who wish to speak must raise your hand and be recognized by the Chairman. Those speaking may stand while speaking.
5. Once recognized to speak, attendees are limited to three minutes on the agenda for that meeting.
6. The use of tripods for cameras is prohibited.
7. Those taping and otherwise needing power for equipment must provide their own source of electricity. No electrical cords are allowed.
8. Credentialed members of the media may ask for the above rules to be waived. Those requests should be made prior to the beginning of the meeting. Once the meeting has started, the rules cannot be waived.
9. Should more than 16 people be in the room for a meeting on Newcastle Ave., the conference room table will be removed or turned on its side, so that more individuals can be in the room.
10. All attending the meeting are subject to search.

Authority:

LSA-R.S. 42:23(B)

LSA-R.S. 37:3112