

**French Market Corporation**  
**Protocol for Public Comment**  
**at Public Meetings**

**1. PURPOSE**

FMC Board of Directors (including Committees of the Board) conducts meetings pursuant to Louisiana Open Meetings Law (LA Revised Statutes 42:11-42:28). The Board will permit members of the public to speak in accordance with this protocol provided that the comments are for appropriate public purposes.

**2. GUIDELINES**

- a. An individual requesting to address the board/committee should complete a Request for Comment Card and submit it to the presiding officer or FMC staff before the beginning of the public meeting. An individual may also indicate a desire to speak by contacting FMC Staff at 504-636-6400 and request in advance. The completed card or request by phone must identify the issue or item to be addressed. Other members of the public may be recognized at the discretion of the presiding officer or chair at the meeting.
- b. All speakers shall conduct themselves in a decorous manner.
- c. The topic must be a matter of public concern and not purely an individual matter.
- d. The presiding officer or chair shall have the right to limit, in time, the length of discussion on each motion, if time is of a critical nature.
- e. Public comments should be limited to 3 minutes per person. This time limit shall be strictly enforced.
- f. The order of discussion shall be left solely to the discretion of the presiding officer or chair.
- g. An individual addressing the committee/board shall confine remarks to the merits of a specific agenda item before the committee/board; refrain from attacking a board member's motives; address all remarks through the presiding officer or chair; refrain from speaking adversely on a prior action not pending; read reports only without objection; refrain from disturbing the meeting.
- h. An individual making public comments shall identify themselves and the group they represent, if any.
- i. Groups and/or organizations should designate one spokesperson.
- j. The process of public comment shall be overseen by the Chair of the Board, including the point in the meeting when comment shall occur and the total duration of time allotted to it. Any individual, who has not followed these rules, may or may not be permitted to do so at the sole discretion of the Board Chair.
- k. The presiding officer or chair shall have discretion to manage situations not addressed in these procedures.
- l. This protocol shall be contained on each public meeting notice and also posted on the entrance to each public board meeting.