

**RULES GOVERNING PUBLIC ACCESS TO MEETINGS OF
VILLAGE OF CAYUGA HEIGHTS**

Section 1 - Purpose and scope:

- (a) The people's right to witness and observe the governmental decision-making process in action is basic to our society. Access to public portions of meetings of public bodies must be protected and maintained.
- (b) We adopt these guidelines in order to provide direction concerning the procedures by which public meetings of this public body may be observed, photographed, recorded and broadcast.

Section 2 - Observation, Sign Display, Distribution of Material, Recording and Broadcasting Public Portions of Meetings:

- (a) The public portion of any meeting of a public body may be photographed, recorded and broadcast.
- (b) A public body may adopt reasonable rules governing distribution of materials, the location of displays and signs, and the location of equipment and personnel used to photograph, record or broadcast the public portion of a meeting in order to ensure that the distribution of such material, display of such signs and banners, and the use of such equipment does not detract from or interfere with the deliberative process.
- (c) There is no privacy interest in statements made during public portions of meetings of public bodies. Distaste or embarrassment shall not constitute a basis for prohibiting or limiting the photographing, recording or broadcasting of those present at a meeting.

Section 3 - Rules for Observation, Sign Display, Distribution of Material, Recording and Broadcasting Public Portions of Meetings:

- (a) Operation of equipment to photograph, record or broadcast a meeting is permitted unless it is obtrusive, disruptive, or interferes with the deliberative process or the right of persons in attendance to observe or listen to the proceedings. **In all circumstances, such equipment shall be located behind the last row of public seating in the meeting room so that the anyone in attendance may hear and observed the deliberative process without obstruction or interference.**
- (b) Use of special lighting or large equipment necessary to photograph, record or broadcast a meeting is permitted unless it is obtrusive or disruptive. **In all circumstances, such equipment shall be located behind the last row of public seating in the meeting room so that the anyone in attendance may hear and observed the deliberative process without obstruction or interference.**
- (c) Persons operating equipment necessary to photograph, record and/or broadcast shall be given a reasonable opportunity to modify their actions in order to avoid interference with the deliberative process.
- (d) No material shall be broadcast, displayed, projected, disseminated or distributed inside the meeting room or building holding said meeting, including foyers and hallways, without the prior express permission of this public body.
- (e) No signs, banners, visual displays, or audio broadcasts shall be hung, displayed, located, projected, or placed anywhere inside the meeting room or building holding said meeting, including foyers and hallways, without the prior express permission of this public body.

Section 4 - Public notice:

These rules governing the distribution of materials, the location of displays and signs, and the location and operation of equipment necessary to photograph, record or broadcast a meeting shall be posted in the building holding a public meeting and also in Marcham Hall. Written copies of these rules shall be provided upon request, free of charge, to those in attendance at or who seek to attend a meeting.

Section 5 - Severability:

If any provision of these guidelines or the application thereof to any person or circumstances is adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the other provisions of these regulations or the application thereof to other persons and circumstances.