

Islamorada, Village of Islands

Remote Meeting Attendance Policy

Islamorada, Village of Islands (the "Village"), believes in government of the people, by the people, for the people; and with this belief in mind, desires to use and integrate evolving technology to engage the public in Village business to the greatest extent possible and to facilitate Council deliberations in certain situations while simultaneously allowing the Village to adhere to all applicable law, including the Florida Sunshine and Public Records Laws.

This policy serves to address remote meeting attendance at Village Council meetings and the meetings of Village Advisory Boards and Committees, as follows:

Village Council

- The public may participate in Village Council meetings through remote electronic means, such as Zoom, except for quasi-judicial proceedings, in which case participants shall be physically present and sworn in by the Village Clerk.
- In the event of extenuating circumstances, a Councilmember may attend a Village Council meeting through remote electronic means and through those remote electronic means fully participate in and vote on agenda items subject to the following criteria:
 - A Councilmember seeking to attend remotely must submit his or her request to the Mayor with as much advance notice as possible.
 - The Councilmember attending remotely shall not participate in or vote on quasi-judicial items.
 - The Councilmember attending remotely shall not chair the meeting.
 - No more than one Councilmember may attend by remote electronic means per meeting and participation will be authorized on a first-come, first-served basis.
 - No Councilmember may attend by remote electronic means more than twice per calendar year.
 - The Councilmember attending through remote electronic means must be plainly visible via video.

Local Planning Agency

- The rules for the Local Planning Agency shall be the same as those of the Council.

Other Village Boards and Committees

- The public may participate in meetings through remote electronic means, such as Zoom, except for quasi-judicial proceedings, in which case participants shall be physically present and sworn in.
- If the Board or Committee is to transact official business, including but not limited to carrying out a delegated authority, reducing a pool of applicants or bidders, or making a binding decision, then a physical quorum of such Board or Committee is required to be present, and a minority of the members may attend by remote electronic means.
- If the Board or Committee is only meeting to engage in discussion or to offer non-binding advice and counsel, then the body may meet through electronic means provided that at least one (1) member is physically present at the designated meeting location to chair the meeting and address the members of staff and the public physically present at the meeting location.

The Village Manager shall ensure that the meeting room is appropriately equipped to permit any audio/video interaction needed.