

US Government Open Meeting Questions

1. Name of Organization:
2. Date and Time of Meeting:
3. Number of members on board/panel:_____ number present:_____.
4. Who do members represent (districts, at-large, etc):
5. How are members selected (election, appointment, other):
6. Who ran the meeting officially:_____;unofficially:_____.
7. How was meeting organized (attach copy of agenda); how long did it last?
8. What agenda items received the most attention; why?
9. What agenda items received the least attention; why?
10. How many "public citizens" attended the meeting?

Did they represent any organizations or groups?

If so , what:

Did they address the board/panel?

If so, did their comments affect any decisions made by the board/panel?

11. Was media present at the meeting?

If so, what media groups were present:

12. What do you think was the most important action taken by the board/panel at the meeting;why?

13. What was your overall impression of the meeting (well or poorly organized, good or bad decision making, etc)?