

## ORDINANCE 2024-07

### AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE, ILLINOIS AMENDING TITLE 1, CHAPTER 5, SECTION 1-5-2 OF THE VILLAGE'S CODE OF ORDINANCES

WHEREAS, the Village of Poplar Grove, Illinois ("Village") has adopted a Code of Ordinances ("Village Code"); and

WHEREAS, the Village Code Title 1 "Administration," Chapter 5 "Village Board of Trustees," Section 1-5-2 provides for Electronic Attendance at Meetings; and

WHEREAS, the Village now desires to amend Section 1-5-2 A. to add procedural steps required of the Village Clerk when a request for electronic participation is received and to state that permission will not be given without a permissible reason for electronic attendance is provided; and

WHEREAS, the Village has determined that such amendments are in the best interest of the Village and its citizens.

NOW THEREFORE, be it ordained by the President and Board of Trustees for the Village of Poplar Grove, Illinois, as follows.

1. The above-recitals are incorporated herein and made a part hereof.
2. That Title 1, Chapter 5, Section 2 of the Village Code, is hereby amended which shall read as follows: (deletions identified by strikethroughs and additions by bold and underline):

"1-5-2. - ELECTRONIC ATTENDANCE AT MEETINGS.

A member of the corporate authorities of the Village of Poplar Grove (hereinafter "member") may attend any open meeting of the corporate authorities via electronic means (such as by telephone, video or internet connection) provided that such attendance is in compliance with this section and with any applicable laws.

- A. A member wishing to attend a meeting electronically should notify the Village Clerk at least 24 hours prior to the meeting, unless impractical, so that necessary communications equipment can be arranged. Inability to make the necessary technical arrangements will result in denial of a request for electronic attendance. Upon receiving the electronic attendance request, the Village Clerk shall inform the Village President ~~of the request~~ **and members of the board what specific permissible reason for the attendance request was given by the member. If a permissible reason was not given by the member or if the Village President and members of the board physically present were not provided a permissible reason for the attendance request prior to a vote on a motion to authorize the request, the Board cannot approve the request.**

- B. A member may only attend an open meeting electronically if that member is unable to physically attend because of: (1) personal illness or disability; (2) employment purposes or Village business; or (3) a family or other emergency. A member who is appearing at an open meeting electronically may not attend any portion of that meeting that is closed pursuant to the Illinois Open Meetings Act.
  - C. In order for a member to attend a meeting electronically a quorum of the Board must be physically present throughout the meeting and a motion authorizing the member's electronic presence is made, seconded, and approved by two-thirds of the members physically present at the meeting. If said motion achieves the required vote by the members physically present at the meeting, then the request by the member to attend the meeting electronically shall be approved, and the Village Clerk shall announce the member present electronically at the time the result of the vote is announced by the presiding Officer. If said motion fails to achieve the required vote by the members physically present at the meeting, then the request by the member to attend the meeting electronically shall be denied, and the Village Clerk shall declare the requesting member absent. After the results of the vote on said motion is announced by the presiding Officer, the question of a member's electronic attendance may not be reconsidered.
  - D. The member participating electronically must be able to communicate effectively with all other participants in the meeting, and members of the audience must be able to hear all communications at the meeting site.
  - E. Any member attending electronically shall be considered an off-site attendee and counted as present electronically for that meeting. The meeting minutes shall also reflect and state specifically whether each member is physically present or present by electronic means.
  - F. Reserved.
  - G. A member permitted to attend electronically will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The member attending electronically shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any member attending electronically shall be called during any vote taken, and his or her vote counted and recorded by the Village Clerk and placed in the minutes for the corresponding meeting. A member attending electronically may leave a meeting and return as in the case of any member, provided the member attending electronically shall announce his or her leaving and returning.”
3. Except as amended in this Ordinance, all other provisions and terms of Village Code of Ordinances shall remain in full force and effect as previously enacted except that those

ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.

4. This Ordinance shall be in full force and effect from after its passage, approval, and publication in pamphlet form as provided by law.

PASSED UPON MOTION BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

BY ROLL CALL VOTE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024

AS FOLLOWS:

VOTING "AYE": \_\_\_\_\_

\_\_\_\_\_

VOTING "NAY": \_\_\_\_\_

\_\_\_\_\_

ABSENT, ABSTAIN, OTHER \_\_\_\_\_

APPROVED \_\_\_\_\_, 2024

ATTEST:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
PRESIDENT