

---

**THE TOWNSHIP OF ZION**

**LAKE COUNTY, ILLINOIS**

---

**ORDINANCE NUMBER**

**2013-03**

**RULES GOVERNING RECORDING OF PUBLIC MEETINGS**

---

CHERI NEAL, Chairman  
DIANE D. BURKEMPER, Town Clerk

JIM TAYLOR  
LLOYD DeTIENNE  
FRANK FLAMMINI  
AL HILL  
Town Board

---

Published in pamphlet form by authority of the Chairman and Town Board of the  
Township of Zion on October 16, 2013

# **ORDINANCE**

**2013-03**

## **RULES GOVERNING RECORDING OF PUBLIC MEETINGS**

**WHEREAS**, the Zion Township Board of Trustees is committed to open government and ensuring that the public is fully informed on the actions of elected officials; and

**WHEREAS**, citizens of a democracy are best served when public meetings are open and when decision making is transparent; and

**WHEREAS**, pursuant to the Open Public Meetings Act, Section 120/2.05 and Section 8-701 of the Code of Civil Procedure, the public has a right to be present at meetings of public bodies and may record the proceedings at meetings required to be open by this Act by tape, film or other means.

**WHEREAS**, the Open Meetings Act, Section 120/2.05, grants the Zion Township Board of Trustees the authority to prescribe reasonable rules to govern the right to make such recordings; and

**WHEREAS**, the Zion Township Board of Trustees deems it necessary to establish reasonable restrictions to accommodate citizens and members of the media who wish to record public meetings.

**NOW, THEREFORE BE IT ORDAINED BY** the Zion Township Board of Trustees that any member of the public is entitled to make a video or audio recording of any township meeting open to the public pursuant to the Open Public Meetings Act, subject to reasonable restrictions laid out herein:

1. Any individual shall be permitted to record by camera or other recording device, a public meeting without prior written notice.
2. All recordings shall be performed in a manner that is not unreasonably obtrusive or disruptive of the proceedings or in violation of any federal or state law or any law or regulation governing the safety of persons or property.
3. The equipment utilized should operate silently, and while cell phone video recording is permitted, cell phones with video recording capability shall be silent.
4. Absent prior approval from the clerk, no additional artificial lighting shall be permitted.
5. Stationary equipment, once positioned, shall not be moved during the public meeting.

6. The Chairman, or individual presiding at a public meeting, shall have the authority to require disruptive recording operators to either turn off the recording device or otherwise have the recording device removed from the meeting room.

**BE IT FURTHER ORDAINED** that the Township Clerk shall forward a copy of this ordinance to all chairs of committees, commissions, or other township instrumentalities that are subject to the Open Public Meeting Act, and make a copy of this ordinance available to anyone desiring to record any future meetings so that they can comply with the requirements set forth herein.

**DATED** this 15th day of October, 2013.

---

Chairman

ATTEST:

---

Town Clerk

Filed for inspection on the 16th day of October, 2013.

Presented, read and passed at a regular meeting of the Town Board of the Township of Zion, held on the 15<sup>th</sup> day of October, 2013.

ROLL CALL:

AYES:

NAYS:

ABSENT:

ORDINANCE PASSED.