

## **Bicycle/Pedestrian Advisory Board (BPAB) Government-In-The-Sunshine Law**

*(For the purpose of the information below, a meeting is considered an assembly/gathering/communication of 2 or more BPAB voting members, discussing matters that are likely to appear on a BPAB agenda for action.)*

### **BPAB VOTING MEMBERS**

Per Sunshine Law (relating to advisory boards such as BPAB), you may not discuss/communicate on likely BPAB action items such as the contents of meetings/workshops with other BPAB member(s) unless you are in a BPAB meeting. If you attend an event or have a discussion with another BPAB member, please do not discuss likely BPAB action items/issues/concerns with one another until you are in a BPAB meeting.

### **ONLINE SUNSHINE LAW PRESENTATION** *(Optional training from Alachua County website).*

Recommended for all Alachua County advisory board applicants. **Visit link** for presentation:

[http://alachua.granicus.com/MediaPlayer.php?view\\_id=8&clip\\_id=929](http://alachua.granicus.com/MediaPlayer.php?view_id=8&clip_id=929) .

### **WHAT IS THE SUNSHINE LAW?**

Florida's Government-in-the-Sunshine-Law, commonly referred to as the Sunshine Law, provides a right of access to governmental meetings at both the state and local levels. The law is applicable to groups delegated the responsibility to make recommendations on matters which will be acted upon. The law is applied to any gathering of two or more members of a public group subject to the Sunshine requirements to discuss some matter, which will foreseeably come before the board for action. s.286.011, F.S.

Information source = Florida Statutes: <http://www.flsenate.gov>

TITLE XIX - PUBLIC BUSINESS; CHAPTER 286 - MISCELLANEOUS PROVISIONS; STATUTE 286.011 - Public meetings and records; public inspection; criminal and civil penalties.

## **Other Legal Considerations and Conduct for Board Members**

As individuals appointed by governmental agencies, board members are subject to the provisions to the Government-In-The-Sunshine Law and the Public Records Law. Board members should also be knowledgeable in issues of voting conflicts and code of ethics. Information on Florida's [Government-In-The-Sunshine Law](#) can be viewed at the website of the Florida Attorney General.

BPAB members may also want to familiarize themselves with the publication "[Robert's Rules of Order](#)", a parliamentary guide written by General Henry Robert. This publication is a generally accepted guide to conducting efficient and effective meetings of organizations. BPAB meetings generally follow the parliamentary procedure detailed in this publication; however, the meetings are not so rigid as to discourage meaningful debate. The meeting conduct is intended to provide for full expression of members' concerns and opinions, but also to ensure that decisions are reached in a timely fashion by the board. BPAB meetings often consist of long agendas, and the members have traditionally preferred to complete the board business in meetings that last no more than two hours once per month.