

Distribution of Printed Materials

Standing Rule of CTM Board

Adopted by CTM Trustees on July 11, 2016

Printed materials intended for distribution outside of a working group or committee, that state or imply they are from Clifton Town Meeting or any of its committees shall be shared with all trustee's at least 24 hours before printing.

Items for the Chronicle that simply report news, history, human interest, advertising, etc. would be exempted. Chronicle editorial items expressing opinions or positions will have one of these two statements added in the body or in the by line:

"The opinions expressed represent an official position of the Clifton Town Meeting Board."

"The opinions expressed DO NOT represent an official position of the Clifton Town Meeting Board."

---end of Standing Rule----

Discussion as noted in the July 11, 2016 approved meeting minutes of CTM.

Urbas advised two reasons for this motion:

1. To provide a reasonable chance for trustees to comment on items that will be printed and handed out at events, meetings, etc.
2. Physically printed items are difficult to correct once printed and distributed. There is practically no way collect and correct these items once they are distributed. Other outlets such as the CTM website, CTM Facebook , etc. can be edited and corrected instantly if necessary.

Block asked if there are any consequences of violating the rule. Urbas stated no, and he hoped for professional courtesy to be utilized. Pantoja asked what the process is for stopping something contradictory going out. Urbas indicated that a Trustee would need to make a motion by email to address such an issue.

Rich asked if things such as posters need to be seen. Urbas advised that yes this would apply. Marsh asked about the emails that CTM sends, as these are not recallable. Urbas advised that while he understood this, he did not see a need to have those apply. Hollan asked about interviews with media. Urbas advised those are too impromptu to provide advance notice.

Montgomery advised this was just a "standing rule" and thus easily modifiable in the future. Urbas confirmed same. McCance shared that the idea avoid creating an overly complicated process.