

COMMITTEE OF THE WHOLE

11-0556R

RESOLUTION ADOPTING GUIDELINES FOR COUNCIL MEMBER
INTERNET USAGE AND USE OF ELECTRONIC COMMUNICATIONS
DURING COUNCIL MEETINGS.

BY PRESIDENT GARDNER AND COUNCILORS HARTMAN AND HALBERG:

WHEREAS, the recent upgrade to the city council chambers now provides for a computer and internet access for each city councilor; and

WHEREAS, certain use of the internet and electronic communications during council meetings by councilors could violate Minnesota's Open Meeting Law; and

WHEREAS, while the council recognizes the benefits that this technology provides, the council desires to provide usage guidelines for this technology to prevent misuse, preserve transparency and preserve the public nature of these meetings.

THEREFORE, BE IT RESOLVED, that the council hereby establishes the following guidelines for internet usage and electronic communications by city councilors during meetings of the council:

1) The city council recognizes that any information being viewed on city computers, unless designated otherwise, is considered public data and is subject to the provisions of the Minnesota Data Practices Act.

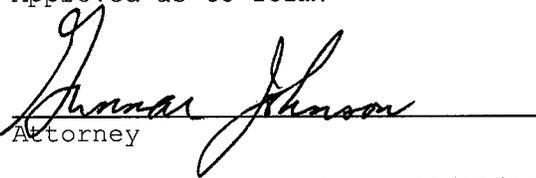
2) For purposes of these guidelines, electronic communications shall mean email, instant messaging, chatrooms, social media, microblogs and related electronic conversation.

3) Councilors shall be permitted to access the internet and to participate in electronic communications during council meetings using city-owned equipment.

4) Any and all electronic communications sent, received or viewed by a councilor and any and all webpages opened and viewed by a councilor during the course of the council meeting using city-owned equipment must be verbally disclosed by the councilor at the time of viewing or sending by petitioning the council president and requesting the floor. The councilor must then disclose any sender, disclose any webpage(s) viewed and must summarize the contents of any

webpage or electronic communication. Additionally each councilor shall provide a list of web addresses for each page view and copies of all electronic communications sent or received to the city clerk at the end of each meeting, the city clerk shall then include this list with the official council record for such meeting.

Approved as to form:



Attorney

CCREQ/ATTY GBJ:cjk 10/12/2011

STATEMENT OF PURPOSE: This resolution establishes guidelines for internet usage and electronic communications by city councilors during meetings of the council.