



# THE CITY OF NEW YORK COMMUNITY BOARD SIX

Eric Adams  
Borough President

Gary G. Reilly  
Chairperson

Craig Hammerman  
District Manager

## Community Session Instructions

*Welcome to the Brooklyn CB6 monthly general meeting!*

The “Community Session” section of our monthly general meeting is intended to provide the public with an opportunity to address the Community Board on matters that are either not already scheduled to come before the board, nor on matters heretofore addressed by the board.

Service delivery issues, particularly service complaints, should be brought to the attention of the district office as soon as possible and are also not appropriate for presentation under Community Session. Instead, please email [adm@BrooklynCB6.org](mailto:adm@BrooklynCB6.org), call (718) 643-3027, ext. 204, write, fax or visit the district office to report service complaints.

If you wish to speak on a subject that is scheduled to be heard before a committee (you can always check the Community Board’s website which has a posted Calendar of meetings to see what topics the board will be considering in the next month), *you may be interrupted and referred to that committee* in order to have your comments heard and considered in the proper forum.

Please be aware of the following procedures:

- 1) You must register to speak on the “Community Session” roster which is kept at the front of the meeting room.
- 2) You can register to speak at any time during the meeting until the last speaker’s name is called and the Chairperson declares the Community Session section of the meeting closed.
- 3) Every speaker will be given a maximum of three (3) minutes to present their matter to the board. Speakers will be interrupted by the Chairperson at the end of their three (3) minutes and must relinquish the floor.
- 4) If you are interrupted by the Chairperson before the end of your three (3) minutes, please follow the instructions of the Chairperson. If allowed to continue, the Chairperson’s instructions will not count as part of the speaker’s three (3) minute allotment.
- 5) Groups who appear to present on the same topic should consider selecting a spokesperson to speak on their behalf.
- 6) Speakers may not transfer time between speakers.

*Thank you in advance for your cooperation.*