Videoconferencing Policy

1. Pursuant to New York Public Officers Law § 103-a and the resolution adopted on July 14, 2022, the New York City Campaign Finance Board ("CFB") shall, at the discretion of the Board, use videoconferencing technology to conduct public meetings.
2. At each public meeting of the CFB, a minimum of the majority of the members of the CFB, which at the time of the issuance of this policy is three members, shall be present at a physical location or locations where members of the public can attend.
3. Members of the CFB may participate and vote in public meetings remotely via videoconference if they are unable to attend due to extraordinary circumstances, which may include:
   a. disability,
   b. illness,
   c. caregiving responsibilities, or
   d. any other significant or unexpected factor or event which precludes the member's physical attendance, including, but not limited to, family obligations, religious holidays or observances, transit delays or obstructions, and weather events.

   Members participating remotely shall not count toward a quorum.

4. Members of the CFB, whether participating remotely or in person, must be able to be seen, heard, and identified while the meeting is being conducted and the CFB is not in deliberations or executive session.
5. The minutes of all meetings of the CFB shall specify which, if any, board members participated remotely and shall state the reason for each member's remote attendance, in such detail as may be possible without infringing upon the member's personal privacy.
6. For any meeting using videoconferencing, the public notice of the meeting shall state:
   a. what videoconferencing technology will be used,
   b. where the public can view and, if applicable, participate in the meeting,
   c. where any required documents and records are posted online or otherwise published, and
   d. the physical location for the meeting where members of the public can attend.
7. All meetings using videoconferencing shall be recorded, and the recordings shall be posted or linked on the CFB website within five business days following the meeting and shall remain available for a minimum of five years following the meeting.
8. Transcriptions of meetings shall be made available upon request.
9. The videoconferencing technology used for any meeting of the CFB where public comment or participation is authorized must allow members of the public to view the meeting using video and to participate in real time to the same extent as in-person attendees.
10. During a state disaster emergency declared by the governor of New York pursuant to section 28 of the Executive Law or a local state of emergency proclaimed by the mayor of the city of New York pursuant to section 24 of the Executive Law, if the CFB determines that the emergency affects or impairs its ability to hold in-person meetings, the CFB shall not be required to conduct meetings at a physical location where the public can attend, and all CFB members may

participate via videoconference. The CFB shall post this determination on its website, including the reason or reasons existing circumstances prevent it from meeting in person.

11. This Policy shall be posted on the CFB website.
12. This Policy shall remain in effect until July 1, 2024, or until such later time as may be provided by law.

July 14, 2022

NEW YORK CITY CAMPAIGN FINANCE BOARD

Proposed resolution to be considered by the New York City Campaign Finance Board

At a regular meeting of the New York City Campaign Finance Board on the 14th day of July, 2022, at 10 o'clock A.M.:

Chair Frederick Schaffer offered the following resolution and moved its adoption:

Videoconferencing Policy

RESOLVED, pursuant to New York Public Officers Law § 103-a and following the public hearing held on the 14th day of July, 2022, that the attached policy regarding videoconferencing for public meetings be adopted by the New York City Campaign Finance Board.

Seconded by Board Member Moskowitz and duly put to a vote, which resulted as follows:

__4__ AYES

__0__ NAYS

__0__ ABSENTIONS