

**EAST FALLOWFIELD TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA  
RESOLUTION NO. 2025 -09**

**A RESOLUTION ESTABLISHING A POLICY FOR LIVESTREAMING OF BOARD OF SUPERVISOR MEETINGS**

**WHEREAS**, the Board of Supervisors of East Fallowfield Township desires the public to have access to Board of Supervisors meetings through livestreaming in the interest of transparency and for residents who may not be able to attend board meetings in person; and

**NOW, THEREFORE, BE IT RESOLVED**, by authority of the Board of Supervisors of East Fallowfield Township, Chester County, that the Board adopts the following policy for streaming and recording of Board of Supervisor meetings.

**Section 1. Remote Participation by Individual Board Members**

Members of the Board of Supervisors are expected to be physically present for all public meetings except when being physically present is not practicable. Circumstances under which physical presence is not practicable are limited to: Illness or other physical conditions or temporary absence from East Fallowfield Township that causes the member to face significant difficulties traveling to and attending the public meeting in person; or provide a reasonable accommodation to a member with a disability.

A member of the Board of Supervisors who believes it is not practicable, as set forth above, shall notify the Chairperson of the Board of Supervisors (or in his absence, the Township Manager) of the existence of such circumstances as far in advance as possible.

**Section 2. Public Participation**

Members of the public may observe the meeting through the Township's livestreaming link, which will be posted on the Township's website. Those watching the meetings of the Board of Supervisors online shall not have the right to address the Board of Supervisors as if they were attending the meeting in person. The social media platform is for broadcast purposes only and chat or comments will not be read aloud. The Township will make its best efforts to request that those making comment approach the podium and microphone to do so, but there is no guarantee of compliance or that all comments will be heard. Moreover, it must be recognized that the internet signal for a broadcast is not guaranteed, and may cut out during a meeting. The Township will make its best efforts in such circumstances to get livestreaming re-established, but there may be circumstances when the service interruptions or the orderly and efficient processing of a meeting preclude the same. Only special invited guests/presenters or individual members of the Board of Supervisors, with permission from the Board Chairperson, may interact with the Board of Supervisors through the online application.

**Section 3. Retention Policy**

The original recording in its entirety shall be preserved by the Township for a period of thirty days or, if beyond such point, to the point in time in which the recording of the meeting is unnecessary for the preparation of the meeting minutes.

**Section 4.**

The Board of Supervisors meetings shall be livestreamed on a free, publicly accessible third-party video and/or streaming platform, and that within 72 hours after the meeting is finished, a copy of the video recording shall be made available for the public to watch. No recordings shall be made of any Board of Supervisors Executive Sessions or other discussions that take place before the commencement or after the adjournment of the meeting. The Township employee responsible for managing the streaming equipment during the meeting shall announce the start and end of the recording to those in attendance.

**Section 5.**

Nothing herein shall be construed as obligating the Township to provide the above service. The unavailability of a recording or livestream shall not impact the validity of any discussion or actions undertaken by the Township Board of Supervisors during the meeting. Further, nothing herein shall be construed as precluding the Township from holding a remote-only meeting in emergency or other circumstances deemed warranted and lawful by the Township.

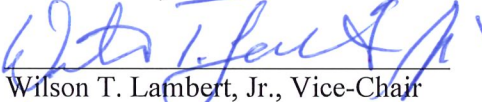
**Section 6. Effective Date.**


This policy will go into effect as of the date after the passage of this Resolution, and the Township will enable all tasks as soon as technically feasible.

**RESOLVED and ADOPTED** this 25th day of March 2025

**BOARD OF SUPERVISORS  
EAST FALLOWFIELD TOWNSHIP**

\_\_\_\_\_  
John Nielsen, Chair


  
\_\_\_\_\_  
Wilson T. Lambert, Jr., Vice-Chair

  
\_\_\_\_\_  
Katja DiRado, Member

  
\_\_\_\_\_  
Al Wright, Member

  
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Mike Domboski, Member

**Attest:**

  
\_\_\_\_\_  
Scott Swichar Township Manager/Secretary

