

**Town of Lomira, Dodge County, Wisconsin**  
**Resolution #26-02**  
**Remote Meeting Attendance**

WHEREAS, the Town of Lomira follows the current edition of *Roberts Rules of Order Newly Revised* (hereafter "RONR") as procedures for conducting meetings of the Town Board and any of its committees and sub-units;

WHEREAS, RONR in Rule 9 states its rules provide only for in-person meetings unless a policy or by law authorizing electronic, or remote, meetings is adopted by an organization provides for electronic meetings;

WHEREAS, circumstances may necessitate that a Board member is unable to attend the meeting in person;

WHEREAS, the Town wishes to adopt rules to permit meeting attendance remotely and provide procedures for effective, fair and open meetings;

THEREFORE, IT IS HEREBY RESOLVED by the Town of Lomira Board that the following Rules for Remote Meeting Attendance are hereby adopted:

1. Remote attendance permitted. When a meeting is held in person at a properly noticed location, the Town Chair or designee may permit one or more members of the Town Board to attend and participate remotely by telephone, video conference, or other electronic means, as allowed under § 19.82, Wis. Stats. The Chair may also permit Town employees, officers, consultants, contractors, or invited presenters to participate remotely when appropriate.


Remote attendance by members of the body is only authorized when the Chair determines that health, safety, welfare, family, or work-related circumstances warrant such attendance. Remote attendance shall not be permitted solely for convenience, vacation, travel, or seasonal relocation. At least one member of the Town Board shall be physically present at the noticed meeting location.
2. Remote attendance is subject to the following:

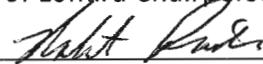
Members attending remotely shall have full participation rights, including counting toward a quorum and voting, provided that the remote participation system allows the member to hear the proceedings and be heard by those present at the meeting location. If visual materials are presented, such materials shall be distributed in advance or made available through a system allowing remote participants to view the materials being discussed.
3. Notice required. Any member who is unable to be physically present at an in-person meeting shall notify the Town Clerk as soon as practical and no later than 2 hours prior to the meeting that he or she intends to participate in a meeting by telephone or electronic

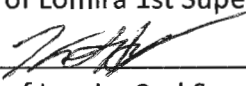
means. In emergency situations, advance notice is impractical and maybe waived at the discretion of the Town Chair or Clerk. If the Town Clerk receives the member's request in a timely manner, he or she shall attempt to facilitate the request by contacting the member during the Board meeting in a manner that allows the member to participate in the proceedings.

4. Closed session. While attending a closed session electronically as a member of a governmental body meeting, the member shall safeguard the confidential and privileged nature of the closed session. This includes, but is not limited to, ensuring that the audio and video of the closed session may not be seen or heard by persons not included by the governmental body in the closed session.
5. Open Meetings Law Limitations. In no event shall remote attendance be permitted where a violation of the Wisconsin Open Meetings Law would result.

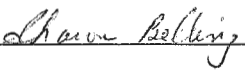
Adopted this 13th day of January 2026

  
\_\_\_\_\_  
Town of Lomira Chairperson

  
\_\_\_\_\_  
Town of Lomira 1st Supervisor

  
\_\_\_\_\_  
Town of Lomira 2nd Supervisor

I hereby certify that the foregoing resolution was duly adopted by the  
Town of Lomira at a legal meeting on the 13th day of January 2026.

  
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Town of Lomira Clerk