

LWV of Dakota County Observer Corps Guidelines

Thank you for your interest in Observer Corps! Participants observe local government meetings and report on what has occurred for the benefit of the League as well as the public. Observers learn more about what is happening within our government and, by their presence and submitting reports, encourage government bodies to be more open, accessible, and responsive to those they serve. As you begin to participate in LWV Dakota County's Observer Corps we ask that you follow a few guidelines.

Time Required to Participate in Observer Corps

There is no requirement that Observers spend any particular amount of time or attend any particular number of meetings. The amount of time that you devote is entirely up to you. We simply encourage you to attend local government meetings when you are able to and to submit an Observer Corps report so your observations can benefit others.

Which Meetings to Observe

We recommend that you attend meetings of the [Dakota County Board of Commissioners](#), their committees and workshops, or [other Dakota County boards and citizen advisory committees](#). Dakota County Board meetings, as well as their committee meetings and workshops, are listed on [this calendar](#) with links to meeting materials (once available) and a link for meetings that are livestreamed via Zoom. You may subscribe to an email list to receive materials for upcoming Dakota County Board meetings via [this page](#).

You may also observe a meeting of a city council, a school board, the Metropolitan Council, or another local government body. Statewide government entities fall within the responsibility of [LWV Minnesota's Observer Corps](#). There are links at the bottom of our [voter resources page](#) to area school districts and city councils, and the Met Council, should you wish to access meeting information for those bodies.

Attending Meetings

Please obtain a meeting agenda if possible prior to attending a meeting to gain familiarity with the topics to be discussed. Arrive early, silence any mobile devices, and do not disturb the meeting. During the meeting, please take notes regarding any action or discussion you consider noteworthy, including the names of those speaking and voting, as well as how participants voted. We encourage you to wear your LWV of Dakota County button and if appropriate, feel free to introduce yourself to participants in the meeting and any other members of the public in attendance.

While participating in Observer Corps, please remember that you are not authorized to speak on behalf of LWV of Dakota County or LWV Minnesota. You may ask questions, but we ask that you not testify or otherwise participate in a manner that could be construed as stating a position on behalf of the League. Also, please make sure always to abide by LWV Minnesota's [Member Code of Conduct](#).

Submitting a Report

After observing a meeting, please use [this form](#) on our website to submit a report. The information will be gathered for use in communicating with other LWV of Dakota County members and the public. If you have any problems using the report form, please bring it to our attention via [this form](#) or by emailing us.

Questions

If you have questions or concerns, please email [Andrew Olson](#), [Anne Koutnik](#) and/or [Holly Jenkins](#). You may find more information about Observer Corps programs from LWVEF's [Observing Your Government in Action](#) resource guide and LWV Minnesota's [Observer Corps Handbook](#). We appreciate your participation and hope that you find your experience with Observer Corps to be informative and rewarding!