

DEBATE 2007

RULES & GUIDELINES

The following are the Rules & Guidelines for Debate 2007 hosted by Treasure Island Voters Watch.

1. **Debate Location, Time and Contacts.**

Event: Debate 2007

Sponsor: Treasure Island Voters Watch

Moderator: Frank McConnell

Date/Time: **Candidates for District 1 Commissioner**
 Friday, February 23, 2007
 7:00pm – 8:15pm

Location: City Hall Auditorium
 City of Treasure Island
 120 – 108th Avenue
 Treasure Island FL 33706

2. **Debate Schedule - Overview.** The schedule for Debate 2007 is:

Friday, February 23 (Candidates for District 1)

7:00pm	Welcome & Rules Overview	3 Minutes
7:03pm	Candidate Debate	67 Minutes
8:10pm	Wrap Up & Final Announcements	3 Minutes

Questions limited to City Residents.

District residents will be particularly encouraged to ask questions.

Question must be directed at both candidates, and not be “personal attacks”

Audience will be asked for courtesy and cautioned about disruptive conduct.

3. **Debate Schedule - Detailed.** The Debate will be approx. 1 hour and 15 minutes. The approximate schedule minute-by-minute is:

	Time (Mins)	Starting Time (HH:MM)	Finishing Time (HH:MM)
Welcome & Rules Overview	3	7:00pm	7:03pm
Introductions of Candidates by Moderator	1	7:03pm	7:04pm
Opening Statements by Candidates	2	7:05pm	7:07pm
Audience-to-Candidate Questions (12-14)	36	7:07pm	7:43pm
Candidate-to-Candidate Questions	21	7:44pm	8:05pm
Closing Statements	4	8:06pm	8:10pm
Segment Wrap-Up	3	8:10pm	8:13pm
Total -		<u>7:00pm</u>	<u>8:13pm</u>

4. **Candidate Profiles.** The Moderator will introduce each Candidate by stating each Candidate's name, the elected office sought by each Candidate, the Candidate's preferred phone number, and the Candidate's preferred email address, and each Candidate's website address. At the same time, the above information will be shown on Channel 15 to help facilitate voters wishing to contact a particular Candidate about his/her positions.
5. **Audience-to-Candidate Questions - Philosophy.** The Treasure Island Voters Watch is dedicated to empowering the individual voter through information, education, and involvement in local government. Accordingly, the majority of questions posed to Candidates will be asked directly by audience members. Audience-to-Candidate questions will be picked at random through a lottery system detailed below. *Audience members will be limited to one question per debate. Questions will be limited to Treasure Island residents.*
6. **Audience-to-Candidate Questions - Lottery System.** A lottery system will be used to ensure impartiality and fairness in asking Audience-to-Candidate Questions. Audience members wishing to ask a question will be issued a numbered card prior to the Debate Segment. Once each Debate Segment begins, the numbered cards will be drawn at random. Drawn question numbers will be posted for audience view to alert audience members when their numbered question card will be called for them to ask their question.

7. **Audience-to-Candidate Questions - Candidate Responses.** An audience member will have up to 30 seconds to ask a question to the next Candidate in the pre-arranged sequence. That Candidate will have up to 1 minute to respond. The other Candidate in the sequence will then have up to 1 minute for his/her response. Thus, the maximum time for each Audience-to-Candidate Question is 2 minutes and 30 seconds.
8. **Candidate-to-Candidate Questions - Philosophy.** The purpose of the Candidate-to-Candidate portion of each Debate Segment is to provide an opportunity for Candidates to pose questions to each other directly, since each Candidate is quite likely very knowledgeable about his/her opponent(s) and may wish to pose questions which have not been previously asked during the Audience-to Candidate Debate Segment, or to clarify areas of particular interest.
9. **Candidate-to-Candidate Questions - Candidate Responses.** Each Candidate will have up to 1 minute to ask a question of the other Candidate. The Candidate to whom the question was asked will have up to 2 minutes to respond. The Candidate who posed the original question will then have up to 30 seconds for a final rebuttal to the other Candidate rebuttals. Thus, the maximum time for each Candidate-to-Candidate Question is 3 minutes 30 seconds. The same procedure will be followed for a second and third question by each candidate. Thus each candidate may ask the other candidate a total of three questions.
10. **Opening & Closing Statements.** Each Candidate will have up to 1 minute for an Opening Statement, and 2 minutes for a Closing Statement.
11. **Substitutions & Stand-Ins.** As voters will be electing a Candidate based on his/her unique experience, neither substitutes nor stand-ins for the Candidates will be allowed. Even if a Candidate does not attend, campaign literature may be distributed by placement on the table provided for each Candidate and by handing it out before the Debate begins, during the Intermission, and then after the Debate ends. If one candidate does not attend, the entire time for that debate segment shall be allocated by the moderator to the attending candidate for his/her discretionary use for Opening Statement, answering questions from Audience Members as the candidate may choose and without time restrictions, and Closing statement.
12. **Site Inspection.** Each Candidate and representatives will have access to the City Hall Auditorium beginning at 4:00pm on Friday, February 23, 2007 to check on lighting, acoustics, set design, and other matters.

13. **Campaign Materials.** No campaign banners, signs, literature handouts or other campaign materials will be allowed on or near the Stage or displayed in the audience. Campaign materials will be allowed at each Candidate's designated campaign tables located inside the Community Center.
14. **Addressing the Candidates.** Candidates will be addressed by name by the Moderator.
15. **Order of Candidates.** Candidates will “draw lots” during the Debate 2007 Rules Meeting to determine Candidate sequencing for:
 1. Seat Selection
 2. Opening Statements
 3. Audience-to-Candidate Question Answering Order
 4. Candidate-to-Candidate Question Asking Order
 5. Closing Statements

Ranking of Cards

Drawing of lots will be conducted by using a standard 52 card pack for each of the above five sequencing selections. The ranking of cards will be determined by the rules from the game of Bridge. The suits from highest to lowest are Spades, Hearts, Diamonds, and finally Clubs. The cards in each suit rank from highest to lowest are Ace, King, Queen, Jack, 10, 9, 8, 7, 6, 5, 4, 3, and finally 2.

Seat Selection

Drawing of lots will be used to in each race to determine in which of the two seats in each race the two Candidates will sit (either on the left or on the right). The Candidate in a particular race who draws the highest value card in the drawing of lots for Seat Selection will have first choice of which of the two seats he/she wishes to sit in during the debate (left or right).

Opening Statements

The Candidate drawing the highest value card in the drawing of lots for (2) Opening Statements will have first choice of which order he/she wishes to give his/her Opening Statement

Audience-to-Candidate Question Answering / Asking Order

The Candidate drawing the highest value card in the drawing of lots for (3) Candidate Question Answering / Asking Order will have first choice of which order he/she wishes to answer questions from the Audience. The order will alternate throughout the Audience-to-Candidate Debate Segment.

Candidate-to-Candidate Question Answering / Asking Order

The Candidate drawing the highest value card in the drawing of lots for (4) Candidate-to-Candidate Question Answering / Asking Order will have first choice of which order he/she wishes to answer questions from the other Candidate. The other Candidate will have the other choice. The order will be used throughout the Candidate-to-Candidate Debate Segment.

Closing Statements

The Candidate drawing the highest value card in the drawing of lots for (5) Closing Statements will have first choice of which order he/she wishes to give his/her Closing Statement. The other Candidate will have the other choice.

16. **Audio.** Candidates must speak into the microphones provided.
17. **Candidate Care -- Seating.** Candidates will be seated in chairs at a long table with a modesty skirt wrapped around the front and sides of the table.
18. **Candidate Care - Beverages.** A pitcher of water and a glass will be on a shelf near each podium. Coffee will also be available.
19. **Notes & Props.** Candidates may bring and use notes and props as they wish to better communicate their message. Candidates are responsible for providing their own special equipment (power strips, extension cords, cassette players, audio equipment, etc.) if needed. The Facility will have standard 120 Volt A/C electrical outlets available throughout the Treasure Island City Hall Auditorium.
20. **Time Limits & Timekeeper.** Time limits on responses will be strictly observed. A timekeeper will hold up paddles marked "20 seconds" and "Stop" at the appropriate time during each Candidate's response, visible to the Candidate speaking, indicating how much time remains. When the "Stop" card is shown, the speaker should end his/her comments with a concluding sentence.
21. **Time Limits - Enforcement.** The Moderator will have the sole responsibility of enforcing time limits. The Moderator will also have the authority to interrupt the proceedings to enforce the ground rules and format that were agreed to by the Candidates.
22. **Moderator - Restatement of Questions.** The Moderator may restate a question from an audience member if deemed necessary.
23. **Candidate - Etiquette.** Candidates **shall** not interrupt each other.

24. **Cablecasting on Channel 15.** Debate 2007 will be cablecast live & replayed on Treasure Island Cable TV Channel 15.
25. **Cablecasting – Camera Shots.** Three video cameras will be used throughout the Debate 2007. A single, continuous camera shot will be used whenever a Candidate is speaking. That camera shot will be taken as a head-on shot of the Candidate. Reaction shots by the audience or other Candidates will not be shown while a Candidate is speaking.
26. **Cablecasting – Graphics Titling.** While a Candidate is on camera, a two-line graphics title across the bottom of the screen identifying the Candidate by name and political office being sought will be shown. While Candidates are not on camera, a two-line graphics title across the bottom of the screen identifying that the Run-Off Debate is taking place will be shown.
27. **Media – Etiquette.** Photographers and the press will be asked to maintain a courteous distance from the Candidates and microphones to reduce distractions.
28. **Media – Photo Op.** A press area will be provided with tables and chairs. Invitations to the news media will be issued to local newspapers, television, and radio stations. All interested members of the news media are encouraged to attend.
29. **Media – Availability.** Candidates are invited to remain for media availability following the Debate.
30. **Questions – Of a Personal Nature.** The Moderator will interrupt an audience member who asks a question of a "personal" nature. That question will be skipped. The next question in order will be posed.
31. **Photography, Videotaping & Audiotaping.** Photography, Videotaping and Audiotaping are allowed, provided the equipment and process does not create a distraction to the audience or the Candidates, and does not block any views.
32. **Limitation of Liability & Indemnification.** All audience members, Candidates, campaign teams, organizers, participants, news media, and any other individuals attending Debate 2007 agree through his/her attendance to indemnify and hold Treasure Island Voters Watch, its Officers, Board of Trustees, Members, Sponsors, Partners and/or Agents harmless of any injury, physical or otherwise, which occur before, during, or after Debate 2007 in conjunction with Debate 2007.

32. **Acceptance of Rules & Guidelines.** Participation in Debate 2007 is entirely voluntarily, of course, by all parties involved. Participation by any individual in Debate 2007 is expressed acceptance of all terms and conditions described in these Rules & Guidelines.

**Frank McConnell
President
TI VOTERS WATCH**

**10104 Yacht Club Drive
Treasure Island FL 33706
(727) 368 – 0322**