

PUBLIC COMMENT POLICY

Public comments are permitted during the “Public Comment” portion of the meeting.

The Board will allow twenty (20) minutes for public comments/questions per meeting. Ordinarily, each person is allowed a maximum of three (3) minutes to speak. The President may adjust the amount of time each speaker is allowed.

At the start of the Public Comments portion of the agenda, the Board President will ask if anyone wishes to address the Board and will determine the order in which speakers will be recognized. When the number of requests to speak at a meeting exceeds the time available, requests will be approved based on the date and time the request to speak was received by the Library Board or Library Director and whether the matter relates to a specific item on the meeting’s agenda.

The following information is requested from each speaker: Name
 Group Affiliation

Comments should be brief and to the point. The speaker must display proper decorum and follow the Patron Conduct Policy at all times. Members of the public will not be allowed to speak a second time until all members of the audience who wish to speak have been allowed to speak.

The Board President may grant a request to address the Board during other portions of the meeting. Speakers will adhere to the procedures set forth above.

A response from the Board is not required.

Minutes are a summary of the Board’s actions. Speaker request to append written statements or correspondence to the minutes are not favored. Generally, written materials presented to the Board will be included in the Library’s files rather than in the minutes.

Adopted April 12, 2011; Revised September 8, 2015