



PUBLIC COMMENT POLICY

Purpose

Members of the public are welcome to attend meetings of the Library Board of Trustees and to share input regarding library business. All board meetings are open to the public with notices posted in the building and on the library's website a minimum of 48 hours prior to the meeting being held. In order to ensure fair representation of all viewpoints, the following guidelines are established for public comment during meetings.

Agenda

Agendas are made available for public inspection a minimum of 48 hours prior to each meeting. Each agenda will include a designated Public Comment allotment during which time the public may address the board.

Public Comment

The board president, or presiding officer, will invite any members of the public in attendance at an open meeting to address the board. Individuals will be asked to state their name and group affiliation (if any) and allowed five (5) minutes to speak. If more than five (5) members of the public ask to speak during the public comment portion of the meeting, the board president reserves the right to limit the total number of people allowed to speak.

All comments should be polite and respectful. The presiding officer of the board meeting may prohibit further comments from any person or group who engages in personal attacks, violent, discriminatory, or other inappropriate discussion or behavior.

Board Responsibilities

The Board of Library Trustees has no obligation to respond to the issues discussed during the public comment portion of the meeting. Names of speakers and comments may be summarized in the minutes of the board meeting, however there is no obligation for the minutes to reflect any statements or viewpoints discussed during the public comment portion of the meeting.

The board reserves the right to waive this policy and procedures when necessary to conduct an efficient board meeting.