

## **Policy on Public Comments at Library Board Meetings**

The Library Board wishes to provide an opportunity for the public to comment on various regional library related issues. In addition to Public Hearings held for receiving comments on specific issues, the Board has established a Public Comment time period at each regularly scheduled Library Board meeting. The following serves to support this process:

1. There will be a Public Comment period at each regularly scheduled Board meeting.
2. A maximum of five speakers will be heard.
3. Speakers will have a maximum of three minutes for their comments.
4. Speakers are requested to pre-register with the Library Director; however, if there are available public comment slots open at the time of a Board meeting, the remaining slots may be filled by individuals registering at the meeting.
5. Board members will not question nor respond to speakers.

No one, including Trustees and employees, may orally present or discuss complaints about individual employees or Trustees at regular Board meetings. Such complaints must be presented to the Board in writing. Executive sessions may be granted for the hearing of charges against individuals. Board members are committed to maintaining confidentiality regarding personnel information and other matters discussed in executive sessions.

Adopted 2/99