

Public Comment Policy

STATEMENT: The Red Jacket Community Library welcomes input from the community we serve. This includes welcoming the public to attend and comment at regular Board meetings, special meetings, and committee meetings.

PURPOSE: To provide guidelines that encourage public input while permitting the Board to conduct Library business meetings in an efficient and effective manner.

POLICY:

Any person shall be permitted an opportunity to address the Red Jacket Community Library Board of Trustees under the following guidelines:

1. Public comments are permitted during the time(s) designated on the library Board agenda, unless otherwise directed by the Board President.
2. At the beginning of the Public Comments segments of the meeting, the Board President or designee will ask if anyone wishes to address the Board and will determine the order in which speakers will be recognized.
3. Speakers will be asked to provide their names and group affiliation (if any).
4. Each speaker will be allowed a maximum of three minutes to address the Board. The Board Secretary will monitor time limits for each speaker.
5. Speakers are invited to submit longer statements to the Board in writing. The Board will read and consider such written comments outside of the meeting.
6. Comments shall relate to legitimate Red Jacket Community Library Board of Trustees business.
7. The Board will treat each speaker with courtesy and expects each speaker to exhibit the same. The Board President or presiding officer may prohibit further comment if courtesy is not displayed.
8. The Board is not required to provide an immediate response or take action on any speaker comments or submitted statements.
9. Minutes of public meetings are a written summary of the proceedings and actions of the Board. Thus, public comments and submitted statements by the public may not be reflected in the minutes.