

5. c. Public Participation and Comment at Board Meetings

The River Valley District Library Board of Trustees encourages and welcomes public participation and input and will hear any interested individual pursuant to the guidelines outlined in this policy. The purpose of this policy is to ensure that interested individuals are allowed time to address the Board while permitting the Board to conduct its meeting in an efficient and effective manner.

Before appearing before the Board, the members of the public are urged to seek solutions to their concerns through administrative channels. Members of the public will not be allowed to discuss individual personnel issues or confidential patron matters, and the speakers' concerns or comments should be limited to Library business.

There shall be no debate on any matters raised during public comment. The Board may, however, refer any matter of public comment to the Library Director, Library staff, or appropriate agency for review, or may place the matter on a future agenda for discussion and potential action.

1. Public comments are permitted during the time designated on the meeting agenda, though the Board President may allow comments during other portions of the meeting.
2. The Board President will determine the order in which speakers will be recognized.
3. Unless additional time is granted by the Board President, each person is allowed a maximum of 5 minutes to speak.
4. Each speaker shall provide his/her name, address, and group affiliation (if any). If more than one member from a group wishes to speak, the group must select one representative to present the group's view. In such case, the representative will be allowed to speak for 5 minutes.
5. Comments should be brief and to the point. Negative comments to individual Trustees or Library personnel will not be tolerated, nor will repetitive comments or language that is considered offensive, harassing, or profane.
6. The Board President has discretion to determine the length of time and the number of times a speaker may speak. Members of the public will not be allowed to speak again until all members of the audience who wish to have been allowed to speak. The President may deny the opportunity to speak to a person who has previously addressed the Board on the same subject within the past two (2) months.
7. Public comments will be limited to 30 minutes except by a majority vote of the Board.

8. Written materials presented to the Board will be included in the Library's files rather than the minutes.

Adopted 11/18/2013, Reviewed 9/18/17