

Public Comment Policy at Library Board of Trustees Meeting

Introduction

The Illinois Open Meetings Act provides in 5 ILCS 120/2.06(g) that at meetings of public bodies, “any person shall be permitted an opportunity address public officials under the rules established and recorded by the public body.” The Messenger Public Library Board of Trustees recognizes the value of personal expression on library matters and graciously welcomes public comment during meetings of the Board of Trustees.

To permit the fair and orderly expression of public comment, the Board has adopted this policy to provide the following rules and guidelines for public participation at meetings.

Policy Points

- Public comments are permitted during the time designated on the Library Board agenda unless otherwise directed by the Board President. The Board President determines the order in which speakers will be recognized.
- Members of the public wishing to speak during an open meeting should sign in using their name, address, and organizational affiliation if any.
- During the “Public Comment” portion of the agenda of the Library Board of Trustee meeting, the President of the Board shall recognize any person requesting to be heard.
- Comments made by a participant will be limited to three minutes, with a maximum of three participants on the same subject.
- The total time allowed for public comment will be 15 minutes.
- All statements should be directed to the presiding officer, and public comment is not intended to require the Board to answer any impromptu questions.
- Anyone desiring to address the Board on a specific concern requiring more effective and informed action by the Board should contact the Library Director in advance when possible.
- Public Comment should be limited to library business and may be placed at the end of the agenda if Board Business needs to be accomplished first.
- Members of the public are expected to follow the Patron Code of Conduct. Individuals must conduct themselves with respect and civility; abusive, profane, threatening, or personal attacks will not be permitted. The presiding officer may prohibit further comment at the meeting by a speaker whose remarks violate this rule.

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