



Procedure on Citizen Input and Conduct at Board Meetings

It is important to note that a board meeting is a meeting conducted in public, not a public meeting. In other words, the public and possibly media representatives are there to watch the board work, not to participate in the board meeting.

Public Comment

Oral presentations may be allowed at the board's discretion. Any input shall be heard during the Public Comment section on the agenda.

Citizen Input

Individuals or groups wishing to address the McIver's Grant Public Library Board must complete an Agenda Request Form and request that an item be placed on the agenda for discussion or action at a regular board meeting. The deadline for such requests is noon on the first Thursday of the month preceding the meeting.

Citizen Conduct at Meetings

The public is welcome and encouraged to attend any and all meetings of the McIver's Grant Public Library Board of Trustees. In order to facilitate input regarding board actions and activities, the following procedures will be followed at all meetings:

1. An individual may speak to one issue per meeting.
2. After recognition by the chair, the individual will state name, address, and group affiliation (if appropriate).
3. An individual may speak for a maximum of 5 minutes, per the Library Board's policies.

The board will listen to the individual's commentary and may ask questions for clarification. It should be noted that this is a time for listening, not uncontrolled debate. If there is a need for response from the board, it should come at a later time when the board has had time to deliberate the issue or to seek more information.

Approved by the Board: November 2, 2023