



PUBLIC COMMENT POLICY

Any person shall be permitted an opportunity to address the Library Board of Trustees, or a Library Board of Trustees Committee, as provided by 120/2.06(g) of the Illinois Open Meetings Act, under the agenda item titled "Public Comments." Such public participation shall be governed by the provisions set forth in Section 6.0 of the Bylaws of the Geneva Public Library District.

- The Board President may grant a request to address the Board during other portions of the meeting.
- The Board President will ask if anyone wishes to address the Board and will determine the order in which the speakers will be recognized.
- Each speaker shall be asked to provide their name and their group affiliation (if any).
- Comments should be brief and to the point.
- An immediate response from the Board is not required.
- The Board President has discretion to determine the length of time and the number of times a speaker may speak.
- Unless additional time is granted by the Board President, each person is allowed a maximum of three (3) minutes to speak.
- Members of the public will not be allowed to speak a second time until all the members of the audience who wish to speak have been allowed to speak.
- Minutes are a summary of the Board's discussions and actions. Speaker requests to append written statements or correspondence to the minutes are not favored. Generally, written materials presented to the Board will be included in the Library's files rather than in the minutes.

Adopted: March 24, 2016
Rev. February 27, 2020