



Mendon Public Library -DRAFT REVISION, ADDED CONTENT HIGHLIGHTED

Citizen Participation in the Library Board of Trustees Meeting Policy

Visitors to the Mendon Public Library Board meetings are recognized by the president and asked to introduce themselves, **state their address**, and identify the organization (if any) they represent.

Public comment periods are held at regular monthly meetings, and are not included as part of the agenda for special meetings or public presentations. At the start of the meeting, a maximum of 30 minutes is allowed for public comments. At the conclusion of a meeting, a maximum of 15 minutes is allowed for public comments. Individual participation is limited to (3) minutes during each public comment time.

Citizens may comment on any library-related subject. Discussion of matters irrelevant to library business is not permitted. The Board reserves the right to limit the public comment period when inappropriate topics are discussed. Board and staff member answer visitors' questions when the facts are immediately available; some questions may need to be deferred for study and future response. In addition, the Board reserves the right to immediately move on to the next speaker. We request that all comments are civil and polite.

In lieu of participation in a Board meeting, citizens may direct specific inquiries and complaints to the Library Director, and appeal to the Library Board if a satisfactory resolution is not reached.