



Three Rivers Public Library District
Public Comment Policy

1. Public comments are permitted during the time designated on the meeting agenda.
2. The Board President may grant a request to address the Board during other portions of the meeting.
3. The Board President will determine the order in which speakers will be recognized.
4. Unless additional time is granted by the Board President, each person is allowed a maximum of three minutes to speak.
5. Each speaker shall provide his/her name and group affiliation (if any).
 - a. If more than one member from a group wishes to speak, the group must select one representative of the group to present the group's view. In such case, the representative will be allowed to speak for 5 minutes.
6. Comments should be brief and to the point. Personal attacks on Library Board members or staff members will not be tolerated, nor will language that is considered offensive, harassing, profane or repetitive comments.
7. The Board will not take action on any items until the next Board meeting, or later.
8. The Board President has discretion to determine the length of time and the number of times a speaker may speak.
9. Members of the public will not be allowed to speak a second time until all members of the audience who wish to speak have been allowed to speak.
10. Minutes are a summary of the Board's discussion and action. Speaker requests to append written statements or correspondence to the minutes will not be honored; written materials presented to the Board will be included in the Library's files rather than the minutes.

Adopted 2/9/11
Amended 8/10/16