



## Pittsford Community Library Policies

### **Public Participation in Library Board of Trustees Meetings Policy**

*Adopted by the Board of Trustees on October 12, 2016*

*Revised and approved by the Board of Trustees on December 11, 2024*

The Pittsford Community Library ("the Library") Board of Trustees welcomes comments and questions from the public at regular monthly meetings. Public comment periods are held at the beginning of regular monthly meetings; they are not included as part of the agenda for special meetings or public presentations.

Visitors wishing to address the Board must sign in with the Library Clerk before the meeting is called to order and will be recognized to speak in the order in which they register. Visitors must identify their name, address, and, if applicable, group affiliation, and the subject they will be addressing. Visitors will be recognized by the Board President and asked to state their name and address before speaking. Individuals are limited to three (3) minutes; the public comment period cannot exceed 30 minutes.

Visitors 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.

The Board reserves the right to comment after a statement has been completed or to immediately move on to the next speaker.