

## **Gouverneur Public Library (Reading Room Association of Gouverneur)**

### **Public Comment at Board Meetings Policy**

**Purpose:**

To facilitate input from the broader library community, Library Board of Trustees meetings shall include public comment periods.

**Policy:**

Library Board of Trustees meetings shall include one public comment periods, at the beginning of each meeting, held after the call to order.

Each comment period will be limited to 30 minutes, unless extended by the Board. Each person wishing to speak during a public comment period will be limited to five minutes.

**Responsibility:**

The Board President, or whichever trustee is chairing the meeting, shall oversee application of this policy.

**Procedure:**

Members of the public may submit public comment in-person at the Board meeting. Additionally they may submit public comment via email at [goulib@ncls.org](mailto:goulib@ncls.org) by 3pm the day of the meeting to be read during the comment period.

Public Comment may also be left via voicemail at 315-287-0191 by 3pm the day of the meeting to be read during the public comment period.

All individuals submitting public comment, in whatever format, must provide their name and address for public record.

**Approved: August 11, 2022**