

Request to Speak at Meeting

- Any person is permitted to speak at meetings of the Board of Trustees and its subsidiary bodies pursuant to the rules established and recorded by the Board of Trustees in the Public Comment and Recording Policy. Any person is also permitted to address their comments directly to the Library’s Executive Director, or the staff member in charge, outside of any meeting. Written comments may be left in the suggestion box in “Customer Relations Department” or on a form found on the library’s homepage (www.gailborden.info). Additionally, email addresses for each board trustee are posted on the library website.
- Members of the public wishing to speak during a meeting are required to complete and submit this “Request to Speak” prior to the beginning of the meeting at which the member of the public wishes to speak.
- Impertinent, slanderous, profane or other remarks which disrupt, disturb, or otherwise impede the orderly conduct of the meeting are not permitted. The presiding officer may expel an individual(s) from the remainder of the Library Board meeting for such continued conduct.
- Members of the Board of Trustees and its subsidiary bodies may, but are not required to, engage in written or verbal dialogue with a speaker during public comment.
- Comments will be limited to a single three-minute time period, per individual, per meeting. The Public Comment section of the Library Board meeting will be limited to 30 minutes per meeting.
- Thank you for caring about the quality of services provided by the Gail Borden Public Library District.

Name _____

