

Library Public Participation Policy

Following the City's Rules of Procedure for City Council Meetings

Decorum in Library Board Meetings-

While the Library Board is meeting, all persons shall preserve order and decorum. Any person making personal, impertinent or slanderous remarks, or becoming boisterous shall be barred by the presiding officer from further attendance at said meeting unless permission for continued attendance is granted by a majority vote of the board.

- We may disagree, but we will be respectful of one another.
- All comments will be directed to the issue at hand.
- Personal attacks will be avoided.

Procedures for Addressing the Library Board:

If a citizen has a question about the operation of the library, he or she is encouraged to contact the Library Director. If satisfaction is not obtained, the citizen is encouraged to contact a Library Board member. If the issue is still unresolved it should come before the full Library Board.

While it is not the Board's intent to stifle public participation in its meetings, it is apparent that if the Board is going to complete its agenda within a reasonable time and in business-like manner, it will be necessary to implement formal operational procedures for meetings:

- A citizen wishing to make a brief statement to express a view point or ask a question is welcome to do so during the public comments portion of the meeting.
- When called upon the person wishing to speak will state their name, address, and continue with their concern.
- The Board can best proceed to conduct their business without undue interruptions or other interference. The Board President has the right and obligation to terminate prolonged or irrelevant speeches or discussions. The Board President will set the time limit for the person to address the Board
- If it appears there is much interest in one particular agenda item the Board President may call for a special meeting to discuss that one item.

Board Adopted: 2/4/2026

Board Reviewed:

Board Revised:

- The Library Board will not take official action on items discussed during the Public Forum section of the agenda, except to refer items to refer items to Library staff for future report. Board members may ask questions for clarification purposes, but they may wish to investigate or research issues before responding. The Library Board or staff will respond at a later date by letter or in person.