

BOARD OF TRUSTEES POLICY

Public Participation at Board Meetings Policy #9

**Tipp City Public Library
11 E. Main Street
Tipp City, OH 45371**

Public comments at library board meetings are not required by statute; however, it is the intent of the Library Board of Trustees that anyone wishing to address the board or ask questions shall be afforded an opportunity to do so.

In order for the board to fulfill its obligation to complete the scheduled agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation is permitted at each meeting. For those wishing to speak, an oral or written communication to the Library Director stating a concern or topic at least 24 hours prior to the meeting is required.

All visitors are required to sign in before the call to order and to indicate if they wish to speak. Those visitors who have indicated a desire to speak will be recognized in the order in which they have signed in. Speakers must identify any groups or organizations for which they will speak in an official capacity.

Each speaker is given three (3) minutes to share their views with the board. If several people wish to speak, each will be allotted three (3) minutes until the total public participation time of 30 minutes is used.

No person may speak more than once per meeting. It should not be expected that the board would take immediate or official action on any subject brought before it without having time for review or study of facts or matters presented.

Rules of Conduct:

The Board President or presiding officer will recognize each registered speaker.

The board listens and does not interact with the speakers.

The Board President or presiding officer introduces each speaker and keeps track of the time.

The Board President or presiding officer may ask questions or ask for additional information from persons speaking before the board.

Board President or presiding officer may:

- A. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;

- B. request any individual to leave the meeting when that person does not observe reasonable decorum;
- C. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
- D. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;

Repeated abuse or egregious violations of this policy may result to restrictions in speaking at future meetings.

Original: July 28, 2011

Revised: September 22, 2016

Revised: June 13, 2024