



Pittsford Community Library Policies

Citizen Participation in the Library Board of Trustees Meetings Policy

Adopted by the Board of Trustees on October 12, 2016

- Public comment periods are held at the beginning of regular monthly meetings and are not included as part of the agenda for special meetings or public presentations.
- People wishing to address the Board must sign in with the Library Clerk and will be recognized to speak in the order in which they registered. Signups must be completed prior to the meeting being called to order. Visitors to the Pittsford Community Library Board meetings will be recognized by the Board President and asked to state their names and addresses.
- At the start of a meeting, a maximum of 30 minutes is allowed for public comments. Individual participation is limited to three (3) minutes.
- Citizens 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.