



## PUBLIC COMMENT POLICY

### **POLICY STATEMENT:**

Any person shall be permitted an opportunity to address the Library Board at an open meeting, under the rules established in this policy, and in compliance with the Illinois statute 5 ILCS 120/2.06.

### **PROCEDURES:**

- Public attending the Library Board meeting will sign in.
- The Library Board President, or designee, will ask if there is any public comment.
- Anyone wishing to speak can do so at that time.
- If the agenda item has passed, and a person shows up to comment, they will be notified of the next regularly scheduled Board meeting.
- Anyone who cannot make the regularly scheduled Board meeting can fill out a “Patron Comment” form and submit it to the Library Director, who will include the document in the next regularly scheduled Board meeting’s business.

### **REGULATIONS:**

- Public participation is only allowed during the “Public Comment” portion of the agenda.
- Comments will be limited to 5 minutes per person.
- The totality of public comments will last no longer than 30 minutes.
- The Library Board is not required to answer questions or debate issues.
- Comments must be of a non-repetitive nature.
- Only one person may speak at one time.
- Assigning time to others is prohibited.
- The library Behavior Policy shall be followed as a benchmark for decorum.

### **GUIDELINES:**

- Patron comment forms are available from service desks at any Rock Island Public Library location, and by using the “Contact Us” form on the library’s website, [www.rockislandlibrary.org](http://www.rockislandlibrary.org).
- Patron comment forms can be used in lieu of speaking during public comment.

CREATED: February 2018;

REVISED & APPROVED: 4/17/2018

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