

SALINE DISTRICT LIBRARY
POLICY BULLETIN

POLICY NO: 512

**SUBJECT: PUBLIC DISCUSSION at BOARD OF TRUSTEES
 MEETINGS**

1. In keeping with the Open Meetings Act, the Saline District Library Board of Trustees encourages citizens to address their concerns and comments at regularly scheduled meetings during the two times indicated on the agenda.
2. Each individual will be given up to three minutes to address the Board at any one meeting. That time may be increased at the discretion of the Board.
3. A group of five or more people that is interested in addressing a particular topic before the Board must give 24 hours advanced notice to ensure seating for the group. The group should select up to five representatives to speak on its behalf for a total of no more than fifteen minutes.
4. Trustees will not respond to public comments at meetings but will take comments under advisement and respond as needed or appropriate at a later time.

POLICY APPROVED: _____

EFFECTIVE: _____

PRESIDENT: _____