



**Onondaga County
Public Library
Board Policy**

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Public Comment Policy

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Resolution #: 11-19
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Public Participation at OCPL Board of Trustees Meetings

The purpose of OCPL Board meetings is to enable the board to effectively and efficiently manage the affairs of the library. However, the board values public opinion and it is the board's policy to allow for public comment at its regularly scheduled meetings (<http://www.onlib.org/web/about/board.htm>) according to the following procedure.

Members of the library's service area (Onondaga County) or non-residents who have a relationship with the library, who wish to speak will indicate this by filling out the Intent to Speak form at least 24 hours before an OCPL Board meeting. The form includes name, organization (if any), address, phone # and topic to be addressed. The forms are available on the library's Web site or by calling 315.435.1900 and may be returned electronically to board@onlib.org or by mail to Board of Trustees, Onondaga County Public Library 447 South Salina St Syracuse, NY 13202.

Generally each person speaking may take up to a maximum of three minutes. The Board reserves the right to extend, reduce or eliminate public comment and/or the time allowed to an individual speaker by a vote of the majority of the board present.

During Public Comment speakers may express their opinions on the affairs of the library. However, speakers should refrain from making public comments that are critical of specific library staff members. Complaints about a particular individual are addressed to the library's Executive Director (director@onlib.org) or the Board President (board@onlib.org).

The president of the board and/or the executive director may address comments and concerns raised in Public Comment if it is appropriate to do so. At times, the board president or executive director may need to gather information or take certain issues under advisement and will respond to the speaker at a later specified time.