

Hansen Free Library District PUBLIC COMMENT POLICY

The Hansen Free Library District (HFLD) Board of Trustees operates under the Idaho Code Open Meeting Law. The Board is pleased to take comments under advisement, although they will not respond at the meeting. Public comment will be addressed at the next regularly scheduled Board meeting. Comments may be submitted by writing or in-person oral presentation or both. The Board is committed to conducting its meetings in a civil, orderly, efficient, and productive manner.

When addressing the Board, please follow the guidelines below:

- Public comment at Board meetings is limited to the public comment portions of the meeting as indicated in the published agenda.
- Sign in before speaking, giving name and address.
- Only verified Hansen Free Library District card holders may speak. Speakers will be called on in order of sign in.
- The speaker may address only library-related topics at regular and special meetings; only budget related topics at budget hearings. Comments should be addressed directly to the Board and not to the audience.
- A time limit of two (2) minutes is allowed for each speaker. A total of twenty (20) minutes of public comment is allotted per meeting.
- A person may speak one time during the meeting. Speakers can not yield their time to another individual.
- In cases of disagreement, all present must use grace and tact.
- Persons addressing the Board are expected to observe a level of civility and decorum appropriate for a public meeting.
- No personal attacks or disruptions from audience members will be tolerated.
- The Board Chair may terminate or redirect any presentation not adhering to these guidelines.
- The Board's decision is considered final.

Adopted by the Hansen Free Library District Board of Trustees on July 5, 2023