

202: Public Comment

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The Public Comment Policy ensures that members of the public are allowed to present their views during the Public Comment section of any regular, special or committee Board meeting while permitting the Northbrook Public Library Board of Trustees to conduct meetings in an efficient and effective manner.

GUIDELINES

1. Persons wishing to speak must be present at the meeting. Public comment by use of any telecommunications device will not be permitted except in the case of individuals with disabilities that prevent them from attending in person. Individuals who cannot attend due to disability or who require disability related accommodations to allow them to observe and/or participate are requested to contact the library in advance, if possible, to allow the library to try to arrange reasonable accommodations.
2. Speakers shall sign in prior to the start of the meeting and the Board President or designee will recognize speakers in the order they signed in.
3. Visitors may speak for up to five minutes. Members of the public shall not be allowed to speak a second time until all members of the audience who wish to speak have had the opportunity to do so.
4. The public comment section will not exceed 30 minutes, except with consent of the Board of Trustees.
5. The Board President or designee may, in their sole discretion, grant a request to address the Board of Trustees during other portions of the meeting.
6. A response from the Board of Trustees is not required.
7. No person may assign their time to any other person.

8. Any person shall be permitted to address the Board of Trustees or any member of it at any time via mail or email at the trustees' library email address, board@northbrook.info.