

PUBLIC PARTICIPATION AT BOARD MEETINGS

The Smithtown Special Library District Board of Trustees encourages public comment at Board meetings. One period for public expression is provided at each regular meeting of the Board. During this period the Board President will solicit brief comments from the public and will set a time limit on such public participation period. Individual presentations shall be limited to no more than five (5) minutes.

Pursuant to Article IV, Section 6 of the Bylaws of the Board of Trustees, the public shall be recognized immediately after “Unfinished Business” on the agenda. Persons wishing to speak will identify themselves, any organizations they may be representing at the meeting and, where applicable, the agenda topic they wish to discuss. Comments should be kept as brief as possible and relate to public library matters. Members of the Board of Trustees are not obligated to respond to questions or comments from the public, but may do so at their own discretion, according to the rules of parliamentary procedure adopted in the Bylaws.

The Board President is responsible for the orderly conduct of the meeting and shall rule on such matters as: the time to be allowed for public expression; the appropriateness of the subject matter being presented; and the “timeliness” of such presentation.

Undue interruption or other interference with the orderly conduct of Board business will not be allowed. Defamatory or abusive remarks are out of order and will not be condoned. The presiding officer may terminate a speaker’s privilege of address if, after being called to order, he or she persists in improper conduct or remarks.

At a public meeting of the Board, no persons shall verbally initiate charges or complaints against individual employees of the Library. All such charges and or complaints shall be presented to the Library Director in writing, signed by the complainant. All such charges, if properly presented and warranting investigation, shall be handled by the Library Director for investigation and report.