



Public Comment Policy

Any person may address the St. Charles Public Library Board during the Public Comment portion of the meeting, in accordance with the following rules. These rules apply to regular Board meetings, special meetings, and committee meetings.

1. An individual may address the Library Board only during the Public Comment portions of the agenda.
2. Citizen comments for "On Agenda" items shall be received prior to any Board action on agenda items. All comments shall be limited to agenda items and a maximum of 3 minutes per speaker for a total time of 15 minutes.
3. Citizen comments for "Non-Agenda" items shall be received prior to adjournment. All comments shall be limited to 3 minutes per speaker and a total time of 30 minutes.
4. Speakers shall conduct themselves with respect and civility toward others.
5. The Board President may suspend comments that are irrelevant, repetitious, or disruptive.
6. The Board President has authority to determine procedural matters regarding public comments not otherwise defined in these rules.
7. Trustees will not answer questions during the time allotted for public comments. If appropriate, the Board President may refer any item for further study.
8. Citizens may not cede their time to other speakers.
9. To establish the order of speakers, the Board requests that anyone wishing to address the Board sign in immediately prior to the meeting.

Adopted: 12/14/16; Revised: 3/2025