

# **PUBLIC COMMENT POLICY**

## **Christian County Library District**

Individuals or groups wishing to address the Christian County Library Board of Trustees are asked to complete an Agenda Request form ([online form](#)) or ([PDF form to print](#)) They may fill out the form and submit online; send the completed form to the Christian County Library, Public Comment, 1005 N 4th Ave., Ozark, MO 65721; call the library director at (417) 581-2432 or e-mail to [mphillip@christiancounty.lib.mo.us](mailto:mphillip@christiancounty.lib.mo.us)

The Christian County Library Board holds regularly scheduled monthly meetings on the last Friday of each month at 9:30 a.m. in the Netzer Meeting Room, except for November and December when the meeting is the third Friday due to the holidays. The deadline for such requests is close of the business day on the Friday preceding the meeting of the Library Board of Trustees.

Individuals or groups may address any matter for which they have made an agenda request by stepping before the Board of Trustees. When possible, a lectern will be provided. After recognition by the President of the Library Board of Trustees, state name, address and group affiliation (if appropriate). Anyone refusing to identify themselves will be prohibited from addressing the Board of Trustees. Individual and group names are recorded for the Library Board of Trustees meeting minutes.

Individuals or groups may speak one (1) time per issue or item for a maximum of three (3) minutes. If at any time individuals or groups appearing before the Library Board interrupt the meeting, exceed the time limitations, or become abusive in language or behavior, the individual or group will be asked to cease to address the board. Anyone continuing abusive language or behavior will be asked to leave the library.

Individuals or groups wishing to address the Board of Trustees will be heard in the order in which requests are received unless the chair rules otherwise.

Public Comment Policy - Adopted and last reviewed 30 April 2010