



Illinois Heartland Library System

MEMO TO: IHLS Board of Directors
FROM: Leslie M. Bednar
DATE: January 28, 2020
RE: Draft Public Comment Policy

Background

The lack of a public comment policy came to the attention of IHLS staff in spring 2019, and it seemed prudent to have such a procedure in place. The matter was thereafter referred to the Policy and Membership Committee.

Activity

In January two committees took action on a proposed public comment policy. The Policy and Membership Committee settled on a draft which was then sent to the Executive Committee for consideration. In their deliberations, the Executive Committee made two slight changes to the original draft. The updated version is recommended for board consideration.

The proposed draft is a reflection of the current membership of the referring committee. It is a compilation of policies from their respective home libraries. The committee recommends a procedure for monitoring speakers and collecting contact information from any person wishing to make a public comment be developed by IHLS staff and board upon adoption of the policy.

Process

As with all IHLS policies it is our practice to allow two readings at the board level. This is the first reading. Following tonight's meeting we will post the draft policy with any additions (if appropriate) to our website and seek member input. Feedback will be shared with the originating committee and the board at our February meetings. We currently have the policy tentatively scheduled for a second reading and vote for our February 25 board meeting.

Thank you for your consideration and input.

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

DRAFT PUBLIC COMMENT POLICY FOR IHLS BOARD MEETINGS

January, 2020

The Illinois Heartland Library System Board of Directors allows for public comment during a meeting.

Those wishing to make a public comment need to appear at an IHLS hub, and should identify themselves at the beginning of each meeting as attendees at each location are recognized and indicate that they would like to speak during the public comment section of the agenda. They will also be asked to identify themselves when called at that point in the agenda. Comments will be limited to (5) minutes or less for a total of (30) minutes. If more than six people wish to speak, the 30 minutes allowed will be divided equally among all the speakers. The secretary will monitor the allotted time. If needed, that time can be extended at the discretion of the board. Each speaker must maintain civility and shall not disrupt the meeting by using obscene or threatening language. Any person who does so, or who poses a threat to public safety, will be removed from the meeting and the library.

In compliance with the Open Meetings Act, actions may not be taken on items not already on the agenda, but action may be deferred to a later Board meeting at the discretion of the Board. The Illinois Heartland Library Board is not required to respond to remarks made during the public comment section.