

Public Comment Policy

Flossmoor Public Library Board of Trustees encourages and welcomes public participation and input, and will hear any interested individual pursuant to Public Act 96-1473 (Open Meetings Act 5 ILCS 120/2.06 (g) and the guidelines outlined in this policy.

At the beginning of each regular meeting, a period of time not to exceed 15 minutes will be devoted to concerns presented by the public, as set forth on the agenda. Before appearing in front of the Board, members of the public are urged to seek solutions to their comments through Library administrative channels.

The following rules shall apply to the Public Comment Period:

1. Members of the public wishing to speak are asked to sign in at the beginning of the meeting and to provide their full name on the sign-in sheet. Individuals also may indicate on the sign-in sheet the subject they intend to address and, if they are representing an organization or other entity, the name of the organization or other entity.
2. The Public Comment Period is established for members of the public who physically attend Board meetings. The Public Comment Period is not available to individuals who wish to address the Board by remote means, including telephone, video conferencing or other electronic means, unless otherwise under an order by the State of Illinois to hold remote meetings. Members of the public who do not attend Board meetings in person are welcome to submit comments to the Library by other means, including mail or e-mail.
3. Public participation and comment will be permitted during the "Public Comments" portion of the Agenda.
4. Speakers must identify themselves, topic(s) and group affiliation, if any, before speaking
5. Speakers may provide written copies of their comments to the Board.
6. Groups are asked to designate a single spokesperson.
7. The time allowed for each person/group to speak will be five (5) minutes. Speakers are asked to strictly adhere to time allocated and to be brief and to the point.
8. Abusive, profane, frivolous, harassing and/or repetitive comments and/or personal attacks will not be permitted and shall promptly be ruled out of order by the President or presiding Trustee. Per the Library's Patron Behavior

Policy, speakers unable to act in a respectful manner may be asked to leave the premises.

9. Any previously established overall time limit and/or five-minute maximum per speaker may be extended upon a majority vote of the Board.

The Board vests in the Board President or presiding Trustee, the authority to terminate the remarks of speakers who fail to adhere to the above rules.

There shall be no debate on any matters raised during public comment. The Board may, however, refer any matter of public comment to the Library Director, Library staff, an appropriate agency for review, or may place the matter on a subsequent agenda for discussion.

Revised by the Board of Trustees: March 10, 2015

Revised by the Board of Trustees: November 12, 2019

Revised by the Board of Trustees: December 13, 2022