



## **Public Comment Policy**

The Morton Grove Public Library Board of Trustees welcomes public comment at board meetings. Public comments and questions may also be submitted to Library Trustees at any time via mail, email, or the contact form available on the Library website at <https://mgpl.org/board-of-trustees>.

The Public Comment Policy ensures that members of the public are able to present their views while allowing the Morton Grove Public Library Board of Trustees to conduct meetings in an efficient and effective manner. The Public Comment Policy will apply to regular, special, and committee meetings.

- Public comments are permitted during the time designated on the posted agenda(s), unless otherwise directed by the Board President.
- The Board President determines the order in which speakers will be recognized.
- Each speaker will provide their name and group affiliation (if any).
- Each speaker is allowed a maximum of three (3) minutes to address the board with additional time granted at the discretion of the Board President or presiding officer.
- All comments shall be made with civility and courtesy. The Board President or presiding officer may prohibit further comment if proper decorum is not displayed.
- The public comment period is not a question-and-answer period, and the Board is not obligated to respond to comments.