



Policy: Public Comments

A. Purpose

The Jeffersonville Township Public Library Board of Trustees (hereafter referred to as the Board) meets monthly at a time and place determined by the annual schedule unless otherwise changed by the Board.

The Board conducts its meetings in public, but they are not public forums. However, the Board recognizes that public input is important to the democratic process and that the public, as stakeholders in the library, have a right to voice their opinions.

B. Definitions

1. The public is defined as an individual, organization, or business with potential to access library materials or become involved in events and activities through engagement, attendance, promotion, or financial support.
2. For the purposes of this policy, public comments at Board meetings are reserved for individuals who reside or own property or business owners that operate within JTPL's district.

C. Policy

1. Each month's agenda will include a place for public comment and input.
2. People wishing to address the Board will be asked to sign in before the meeting with their name, home/business address, group affiliation (if any), and topic to address.
3. During the public comment period, the Board president or their designee will invite individuals to give their comments. Each person will have three minutes to speak.
4. It is the policy of the Board to listen but not comment on public input. If a response is appropriate, a response will be given in a timely manner.

5. Polite and professional interactions are expected. The Board will not tolerate abusive or inappropriate language. Comments should be directed to the Board as a whole, not an individual Board member.
6. The Board president or their designee may ask at any time if there are new facts or information on a particular subject. If there are no new facts or information, the president or their designee will close discussion on that issue.
7. Concerns related to the library's collection or displays shall be submitted in writing using the Request for Reconsideration form.
8. Monthly business meetings may be filmed by the media with prior arrangements with the director. Committee meetings may not be filmed.

Adopted by the Jeffersonville
Township Public Library Board of
Trustees January 21, 2025