

## Morrison Talbott Library

### Request to Speak at Library Meeting

Any person is permitted to speak at meetings of the Board of Trustees and its subsidiary bodies pursuant to the rules established and recorded by the Board of Trustees in the Public Comment and Recording Policy.

Members of the public wishing to speak during a meeting must sign in prior to the meeting's roll call, and are required to complete and submit this "Request to Speak at Meeting" prior to the beginning of the meeting at which he or she wishes to speak.

Comments should be in good taste and remarks about specific individuals are not permitted. Impertinent, slanderous, profane or other remarks which disrupt, disturb, or otherwise impede the orderly conduct of the meeting are not permitted. The Presiding Officer may expel an individual(s) from the remainder of the Library Board meeting for such conduct.

Members of the Board of Trustees and its subsidiary bodies generally will not engage in written or verbal dialogue with a speaker during public comment. An immediate response from the Board is not required.

Comments will be limited to a single three-minute time period, per individual, per meeting, unless acting as a representative of a group, in which case the speaker will be allowed up to 5 minutes. The Public Comment section of the Library Board meeting will be limited to 30 minutes per meeting.

Thank you for caring about the quality of services provided by the Morrison-Talbott Library.

Name \_\_\_\_\_

Group Affiliation \_\_\_\_\_

Address \_\_\_\_\_

Topic about which you wish to speak:

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