



## **Lancaster Public Library Open Meetings Law Policy**

### **I. STATEMENT OF POLICY**

The Lancaster Public Library (LPL) recognizes its duty as a public entity to perform public business in an open and public matter and to enable the public to be fully aware of and able to observe the performance of the Board. The LPL shall abide by Article 7 of the New York State Public Officers Law when conducting public business.

### **II. PUBLIC COMMENT**

#### **A. Public Participation**

The LPL has opted to allow public comment at its Board of Trustee meetings, subject to the rules set forth in subsection B.

#### **B. Rules for Public Comment**

To ensure fairness for those who wish to participate, the following rules have been adopted:

1. Each speaker's remarks are limited to three (3) minutes in all cases.
2. Board members shall not respond to any remarks made during the public comment period, though the Board may ask clarifying questions.
3. If the speaker would like a response from the Board, the speaker must leave their name and a method of contact. A written response will be provided as soon as practicable.

### **III. RULES OF CONDUCT**

All members of the public are expected to abide by the Lancaster Public Library's Rules of Conduct when attending or speaking at Board of Trustees meetings.

*Adopted by the Lancaster Public Library Board of Trustees at a public meeting on February 11, 2021.*

*Amended and approved by the Lancaster Public Library Board of Trustees at a public meeting on July 10, 2025.*