

WEST SENECA PUBLIC LIBRARY

OPEN MEETING POLICY

This policy is for application to the West Seneca Public Library.

I. STATEMENT OF POLICY

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

II. PUBLIC COMMENT

A. Public Participation

The West Seneca Public Library has opted to allow public comment at its Board of Trustees 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. The Board may ask clarifying questions. The Board is not required to respond to any remarks made during the public comment period.
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 West Seneca Public Library Rules of Conduct when attending or speaking at Board of Trustees meetings.

Adopted by the West Seneca Public Library Board of Trustees on December 28, 2020.
Amended and re-approved May 18, 2022.