

Jessamine County Public Library

**Community Attendance and Participation at Board Meetings Policy**

Effective date: 03-28-2011

Last revised: 07-20-2022

Last reviewed: 07-20-2022

In accordance with the Open Meetings Act (KRS 61.805-61.850), any person may attend a regular or special meeting or any other meeting where a quorum of the Board will discuss public business. No person will be required to identify themselves in order to attend a meeting.

Although the right to attend a public meeting under the Open Meetings Act does not include the right to participate in the meeting and address the Board, as part of its agenda at a regular meeting the Board may provide a period not to exceed 15 minutes at the beginning of the order of business for public comment.

Any person desiring to speak during the public comment portion of a regular meeting can request to do so by submitting a *Request to Comment* form at the Customer Service Desk in the library no less than one week before the meeting date. If three or fewer persons request to comment, each individual may be given 5 minutes. If there are more than three persons who request to comment, the President may allocate the 15-minute period equally among those individuals. The 15-minute period may be increased by unanimous consent of the Board. Issues arising from public comments unrelated to the agenda for the day may be addressed at a future meeting.

**REQUEST TO COMMENT**

**Date:** \_\_\_\_\_

Name: \_\_\_\_\_ JCPL Library Card #: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Subject to be addressed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Your position on the subject to be addressed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

**PLEASE COMPLETE THIS FORM AND SUBMIT IT TO THE CUSTOMER SERVICE DESK AT LEAST ONE WEEK PRIOR TO THE REGULARLY SCHEDULED MONTHLY MEETING AT WHICH YOU WISH TO SPEAK.**