



**2 Main Street
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OPEN MEETING POLICY

In accordance with New York State's Open Meetings Law, members of the public are welcome to attend Hyde Park Library's Board of Trustees meetings (including committee meetings). The only exception shall be those meetings or portions of meetings that are devoted to Executive Session.

Library Board meetings are for the conduct of library business. New York State's Open Meetings Law confers upon the public the right to observe the performance of public officials and to attend and listen to the deliberations and decisions that go into the making of public policy. The Hyde Park Library shall abide by Article 7 of the New York State Public Officers Law when conducting public business.

Regulations for Public Input at Library Board Meetings

- Audience participation is limited to the portion of the meeting designated for Public Expression.
- When speaking before the Board, individuals are asked to state their name and address for the record.
- Each person may speak for a maximum of three minutes.
- Public input is limited to comments on matters involving Library business or operations.
- Personal complaints against Library staff or Board members shall not be received by the Board in an open meeting. Any such complaint shall be presented to the Library Director in writing for appropriate action.
- Individuals attending board meetings must conduct themselves with respect and civility towards others in accordance with the Library's Patron Code of Conduct. Language which the Board perceives to be reasonably offensive or threatens the orderly and fair progress of the discussion is prohibited.
- Board members are not obligated to respond to comments from the public, but the presiding officer may recognize a board member seeking clarification.
- When the Board conducts Special Board Meetings there will be no Public Expression section.
- If the Board of Trustees is unable to meet in person due to an emergency; infectious disease outbreak and/or under direct edict of a state or county executive order, the Board will comply with such directives and meet virtually. This may preclude public comment from occurring during the virtual meeting. Notice of the regular meeting dates will be posted in the library and on the library's website.