

PUBLIC PARTICIPATION AT BOARD MEETINGS (2026-5-21)

1.5

Meetings of the Board of Library Trustees are public meetings and conform to the Ohio Open Meetings Act. Members of the public have the right to attend; the Board of Library Trustees, at its discretion, may include time for public comment during Board meetings. When the agenda for a Board meeting includes time for public comment, any person who resides in the Lorain Public Library System service area wishing to appear before the Board must contact the Chief Executive Officer, in writing, at least 24 hours prior to the meeting, providing information as follows:

Name, address and phone number of the person requesting to speak; the subject or issue on which he/she wishes to speak; organization represented; his/her position on the issue.

During Board meetings, a person who has followed the guidelines in this policy will be allocated time not to exceed two (2) minutes. All persons who will offer public comment after proper notice to the Chief Executive Officer must complete the sign-in form before being allocated time to speak.

Requests from members of the public to provide comments at Board meetings will be deemed waived if the requesting individual is not present at the meeting.

- If the chairperson determines that the matter requires administrative study, he/she may close the discussion and refer the matter to Library administration. A disruptive person waives his or her right to attend meetings, and the body may remove that person from the meeting.
- Persons wanting to record all or portions of a Board meeting (except for Executive Sessions which are not open to the public) must inform the Chief Executive Officer at least 24 hours prior to the meeting. Any recording equipment must be silent, unobtrusive, self-contained, self-powered and not interfere with the ability of others present to hear, see and participate in the proceedings.