



**Webster**  
Public  
Library

Webster Public Library | 980 Ridge Road | Webster, NY 14580 | P 585.872.7075 | websterlibrary.org

## **Public Comment Guidelines**

The Webster Public Library Board of Trustees welcomes comments and questions from the public at their monthly meetings. These will take place during the public comments section of the meeting.

Any individual wishing to speak during the public comments section shall sign up on the provided clip board. The order of public speakers will be on a first-come, first-served basis.

Before speaking, individuals should state their name, address, and, if applicable, group affiliation, and the subject they will be addressing clearly for the record. Speakers will be limited to three minutes and must keep their remarks limited to topics concerning the library. Speakers should keep comments civil and respectful.

The Webster Public Library Board reserves the right to comment after a statement has been completed or move on to the next speaker.

Adopted: 5-10-2023

Updated:

Reviewed: