

Subject: Board Meetings

Application: WLS Trustees, employees and members of the public

The participation of trustees, employees and members of the public in the Board meetings of the Westchester Library System (WLS) is necessary for the effective operation of WLS on behalf of the residents of Westchester County and its libraries. This policy sets forth procedures for participation by trustees and members of the public that both serve the needs of WLS and are in compliance with the New York State Open Meetings Law (OML).

All meetings of the Board of Trustees shall be open to the general public, except that an executive session may be called as provided by the OML. Meetings will be held in a facility that permits barrier-free physical access and can adequately accommodate members of the public who wish to attend.

The Board of Trustees allows public meetings to be photographed, broadcast, webcast or otherwise recorded by means of audio or video, in a non-disruptive manner.

The Board of Trustees encourages public expression at public meetings and has designated a specific portion of its meeting agenda for public comment. Members of the public, upon identifying themselves, are permitted to address the Board. Statements by the public should be kept as brief as possible (not more than three minutes or such other time period as may be designated by the Board in their sole discretion) and must relate to library matters. Statements relating to the competence or personal conduct of individual trustees or employees are not appropriate and will not be permitted at a public meeting. All comments must be made in a civil and respectful manner. Topics raised by the public will generally not be addressed by the Trustees during the meeting but may, if appropriate, be placed on a future board meeting agenda.

Last Approved: November 29, 2022