

## Organization of the Board of Trustees Meetings

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1.100.05

### 1.100.05 Public Comment at Board Meetings

As required by Public Community College Act 099-0693, “at each regular or special meeting which is open to the public, members of the public and employees of the community college district shall be afforded time, subject to reasonable constraints, to comment to or ask questions of the board.” This includes all meetings covered under the Open Meetings Act including subsidiary bodies.

Individuals, or groups, who wish to address the board shall notify the Clerk of the Board through completion of the [Public Comment Form](#) available on the college website. Forms shall be submitted at least two hours prior to the official start of the meeting. In addition, Public Comment Forms will be available on the sign-in desk at the meeting location one hour prior to the official start of the meeting. Forms submitted in person will be collected 30 minutes before the official start of the meeting.

Comments shall be limited to three minutes per speaker and 20 minutes per topic if there is more than one speaker. The board chair retains sole discretion to allow additional time or terminate public comment which is irrelevant, repetitious, or disruptive.

When addressing the board, each individual will state their name and the topic they wish to address. Public comments are to be directed to the board of trustees as a whole, not individual members, college administrators, or staff. Speakers are expected to conduct themselves with respect and civility toward others. The board is not required to answer questions or engage in debate.

The public body has the authority to remove members of the public who violate these rules.

Formerly Policy BRD 40.30 (Adopted: 11/24/1981)

Reclassified to Policy 1.100.05: 07/16/2008

Revised: 07/16/2008

Revised: 01/17/2018