

**Honeoye Public Library  
8708 Main Street  
Honeoye, NY 14471**

**Public Expression Policy**

The Honeoye Public Library Board of Trustees welcomes public expression at regular board meetings, special meetings, and committee meetings. The purpose of this Public Expression Policy is to ensure that interested parties representing various points of view are allowed time to present their views while permitting the Board to conduct their meeting in an efficient and effective manner.

Any person shall be permitted an opportunity to address the Honeoye Public Library Board under the following guidelines:

- Public comments are permitted during the time designated on the library board agenda, unless otherwise directed by the Board President.
- At the beginning of the Public Expression segments of the meeting, the Board President or designee will ask if anyone wishes to address the Board and will determine the order in which speakers will be recognized.
- Each speaker will be asked to provide his/her name and group affiliation (if any).
- Each speaker will be allowed a maximum of five minutes to address the board; the Board President or presiding officer will monitor time limits for each speaker.
- Comments shall relate to legitimate Honeoye Public Library Board of Trustees business.
- All comments shall be made with civility and courtesy. The Board President or presiding officer may prohibit further comment if proper decorum is not displayed.
- The board is not required to provide an immediate response or take action on any speaker comments.
- Minutes of public meetings are a summary of discussion on all matters proposed, deliberated or decided by the Board, thus, public comments and written materials submitted by the public may not be reflected in the minutes.

Adopted 3/13/2019

Updated 10/8/2025