

Sarah Hull Hallock Free Library Milton, NY

**Open Meeting Policy  
2021 Update**

All board meetings will be conducted in compliance with the New York State Library open meeting policy. \*

The Sarah Hull Hallock Free Library board of trustees meets once a month, usually on the fourth Wednesday at 7PM. At the first meeting of the new year, the calendar of meeting dates and times is reviewed and approved by the board. The calendar of meetings will be posted on the library website and an announcement will be placed in the local newspaper at the beginning of the year.

If any community members attend a meeting, the president of the board will add a public comment period to the agenda. Attendees will only be allowed to speak during the public comment period and otherwise may not interrupt the normal business of the meeting. Speaking for each person will be limited to five minutes. We recommend calling ahead to make sure a seat is reserved. Community members are not invited to executive sessions, which may involve (but is not limited to) information that is proprietary or personal.

  
\_\_\_\_\_  
Rosemary Wein,  
President, Board of Trustees

3/24/2021  
\_\_\_\_\_  
Date

\*The New York State Library requires the following policy be adopted by all association and public Libraries at the time of registration: **Education Law, Section 260-A Meetings of board of trustees.**

Every meeting, including a special district meeting, of a board of trustees of a public library system, cooperative library system, public library, or free association library, including every committee meeting and subcommittee meeting of any such board of trustees in cities having a population of one million or more, shall be open to the general public. Such meetings shall be held in conformity with and in pursuance to the provisions of article seven of the public officers law. Provided, however, and notwithstanding the provisions of subdivision one of section ninety-nine of the public officers law, public notice of the time and place of a meeting scheduled at least two weeks prior thereto shall be given to the public and news media at least one week before such meeting.