

**PRESIDING OFFICER’S WRITTEN STATEMENT FOR CLOSING A MEETING  
 (“CLOSING STATEMENT”) UNDER THE OPEN MEETINGS ACT (General  
 Provisions Article § 3-305)**

**This form has two sides. Complete items 1 – 4 before closing the meeting.**

**1. Recorded vote to close the meeting:** Date: 10/19/23; Time:;

Location: Remote Meeting on Google Hangouts;

Motion to close meeting made by:   ; Seconded by:   ;

Members in favor:   ; Opposed:   ; Abstaining:   ; Absent:   

**2. Statutory authority to close session (check all provisions that apply). This meeting will be closed under General Provisions Art. § 3-305(b) only:**

(1)\_\_\_“To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”; (2)\_\_\_“To protect the privacy or reputation of individuals concerning a matter not related to public business”; (3)\_\_\_“To consider the acquisition of real property for a public purpose and matters directly related thereto”; (4)\_\_\_“To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State”; (5)\_\_\_“To consider the investment of public funds”; (6)\_\_\_“To consider the marketing of public securities”; (7) X “To consult with counsel to obtain legal advice”; (8)\_\_\_“To consult with staff, consultants, or other individuals about pending or potential litigation”; (9)\_\_\_“To conduct collective bargaining negotiations or consider matters that relate to the negotiations”; (10)\_\_\_“To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans”; (11)\_\_\_“To prepare, administer, or grade a scholastic, licensing, or qualifying examination”; (12)\_\_\_“To conduct or discuss an investigative proceeding on actual or possible criminal conduct”; (13)\_\_\_“To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter”; (14)\_\_\_“Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.” (15)\_\_\_ “To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information . . . or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.”

**Continued**

**3. For each provision checked above, disclosure of the topic to be discussed and the public body’s reason for discussing that topic in closed session.**

| Citation<br>(insert #<br>from<br>above) | Topic | Reason for closed-session discussion<br>of topic |
|---|-------|--|
|   |       |  |
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|   |       |  |
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4. This statement is made by \_\_\_\_\_ Jay Price / \_\_\_\_\_ Dee Settar, Presiding Officer.

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**WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION FOR SUMMARY TO BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING.  
(See also template for summary.)**

**For a meeting closed under the statutory authority cited above:**

Time of closed session: \_\_\_\_\_

Place: Google Hangouts Meeting (remote)

Purpose(s): To protect privacy or reputation of individuals concerning a matter not related to public business

Members who voted to meet in closed session: \_\_\_\_\_

Persons attending closed session: \_\_\_\_\_

Authority under § 3-305 for the closed session: \_\_\_\_\_

Topics actually discussed: \_\_\_\_\_

Actions taken: \_\_\_\_\_

Each recorded vote: \_\_\_\_\_; Vote of NO- \_\_\_\_\_; Vote Abstained- \_\_\_\_\_

**For a meeting recessed to perform an administrative function (§ 3-104):** Time: \_\_\_\_\_

Place: \_\_\_\_\_

Persons present: \_\_\_\_\_

Subjects discussed: \_\_\_\_\_

