

**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: July 13, 2023; Time: 3 p.m.; Location: Online via Zoom; Motion to close meeting made by Paula Durbin; Seconded by Cheryl Tyler; Members in favor: Unanimous; Opposed: None; Abstaining: None; Absent: Melanie White; Michael Mezey.
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:**
 - (i) **“the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointed employee, or official over whom it has jurisdiction”;** or
 - (ii) **“any other personnel matter that affects one or more specific individuals”;**
- (2) **“To protect the privacy or reputation of an individual with respect to a matter that is not related to public business”;**
- (3) **“To consider the acquisition of real property for a public purpose and matters directly related to the acquisition”;**
- (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) **“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”;
or
- (14) “To discuss, before a contract is awarded or bids are opened, 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.”

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 (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) (1)	Request for Assistant Village Manager title change; designation of Assistant to the Program Director as a regular employee	To preserve the confidentiality of the discussion
§3-305(b) ()		
§3-305(b) ()		
§3-305(b) ()		
§3-305(b) ()		
§3-305(b) ()		

4. This statement is made by Bobby Pestronk, Presiding Officer.

***** 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: 5:15 p.m.

Place: Online via Zoom

Purpose(s): To discuss request from Assistant Village Manager for title change; to approve designation of Assistant to the Program Director as a regular employee following completion of 6-month probationary employment status.

Members who voted to meet in closed session: Unanimous (5-0).

Persons attending closed session: Bobby Pestronk; Martha Solt; Roy Schaeffer; Paula Durbin; Cheryl Tyler; Julian Mansfield.

Authority under § 3-305 for the closed session: 1, to discuss personnel issues.

Topics actually discussed: Request from Assistant Village Manager for title change; designation of Assistant to the Program Director as a regular employee.

Actions taken: Approved request for Assistant Village Manager title change; approved designation of Assistant to the Program Director as regular employee.

Each recorded vote: Motion to approve request from Assistant Village Manager Jason Goldstein to change title to Assistant Village Manager/Chief Innovation Officer, motion approved by 4–1 vote (Ms. Durbin opposed). Motion to approve designation of Assistant to the Program Director Dale Conway as regular employee, motion approved unanimously (5-0).

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

Place: _____ Persons present: _____

Subjects discussed: _____

