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: 12/10/2022; Time.______.; Location: Development Office, located at 18401 Rosecroft Road, St. Mary’s City, MD 20686.
   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) X “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) X “To protect the privacy or reputation of individuals concerning a matter not related to public business”; (3) X “To consider the acquisition of real property for a public purpose and matters directly related thereto”; (4) X “To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State”; (5) X “To consider the investment of public funds”; (6) X “To consider the marketing of public securities”; (7) X “To consult with counsel to obtain legal advice”; (8) X “To consult with staff, consultants, or other individuals about pending or potential litigation”; (9) X “To conduct collective bargaining negotiations or consider matters that relate to the negotiations”; (10) X “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) X “To prepare, administer, or grade a scholastic, licensing, or qualifying examination”; (12) X “To conduct or discuss an investigative proceeding on actual or possible criminal conduct”; (13) X “To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter”; (14) X “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) X “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.

<table>
<thead>
<tr>
<th>Citation (insert # from above)</th>
<th>Topic</th>
<th>Reason for closed-session discussion of topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>§3-305(b) (1)</td>
<td>Compensation</td>
<td>To discuss salary compensation</td>
</tr>
<tr>
<td>§3-305(b) (2)</td>
<td></td>
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<td>§3-305(b) (7)</td>
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<td>§3-305(b) ( )</td>
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<td>§3-305(b) ( )</td>
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</tbody>
</table>

4. This statement is made by ____________________________, 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: ___________________________________________________________________________
  Purpose(s):_______________________________________________________________________
  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:________________________________________________________________

➢ For a meeting recessed to perform an administrative function (§ 3-104): Time:_______
  Place: ___________________________________________________________________________
  Persons present: __________________________________________________________________
  Subjects discussed: _________________________________________________________________

(Form Rev.10/1/2018)