

**Kent County Library Board of Trustees**

Minutes of the September 6, 2017 Meeting

Present: Barbara Macbeth, President; Charles Lerner, Treasurer; Wendy Costa, Secretary; Joseph Harding, Trustee; Earl Runde, Trustee; Elisabeth Tully, Trustee

Ms. Macbeth called the meeting to order at 2:00 pm.

Ms. Tully moved to closed to meeting to discuss the director's performance evaluation. Ms. Costa seconded the motion, which was approved unanimously. The meeting was closed at 2:05 pm.

The meeting was reopened at 3:10 pm.

The trustees approved the performance evaluation of the director.

A motion was made and seconded to adjourn the meeting, which was approved unanimously. The meeting was adjourned at 3:10 pm.

The next meeting of the Board of Trustees will be on September 28 at 1:30 pm in the Chestertown Library Inc., building.

*Barbara K. Macbeth, President*

**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:

1. **Recorded vote to close the meeting:** Date: 9/6/17; Time: \_\_\_\_\_; Location: Yeager A14  
Motion to close meeting made by: Tully Seconded by Coste  
Members in favor: ALL; Opposed: None  
Abstaining: None; Absent: SALAS SCHOI

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) \_\_\_ "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."

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) ( )	Director's Evaluation	Discuss Director's Evaluation
§3-305(b) ( )		
§3-305(b) ( )		
§3-305(b) ( )		
§3-305(b) ( )		

4. This statement is made by BARBARA MACBETH, Presiding Officer.

\*\*\*\*\*

**WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION THAT MUST BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING**

Time of closed session: 2:05 pm  
 session: \_\_\_\_\_ Place: Yacow Bldg  
 Purpose(s): Discuss Director's Evaluation  
 Members who voted to meet in closed session: All - Small Staff Absent  
 Persons attending closed session: All except Small Staff  
 Authority under § 3-305 for the closed session: 3-305(b)(1)  
 Topics actually discussed: Director's Evaluation  
 Actions taken: \_\_\_\_\_ Each recorded vote: All approved  
Approval Performance Evaluation

For a meeting recessed to perform an administrative function (§ 3-104): Time: \_\_\_\_\_  
 Place: \_\_\_\_\_ Persons present: \_\_\_\_\_ Subject matter discussed: \_\_\_\_\_

Meeting closed 3:05 pm