

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)
with Instructions**

Instructions to presiding officer: To meet in a closed session under the Act, the public body must first meet in open session, after providing proper notice. Make sure that the open session is attended by a member designated to receive open meetings training. If a designated member cannot attend, complete the [Compliance Checklist](#). If the public body has never designated a member for training, it must do so **before closing the session**.

Before closing the session, take two steps: (1) conduct a recorded vote on a motion to close; and (2) make a written "closing" statement. If the public body might return to open session afterwards, be sure to tell the public that. *During* the closed session, keep the discussion topics within the confines of the closing statement. *After* the closed session, the events of the closed session must be disclosed in the next open-session minutes.

The top part of this form is a model closing statement. **It has two sides.** Before closing the open session, complete items **1 through 4** on this form or in any writing with the same information. Once the meeting is closed, the closing statement sets the agenda and may not be changed.

Recorded vote to close the meeting: Date: 7/9/2026; Time: 3:00 Location: Leonardtown Library;

Motion to close meeting made by: Chuck Stein; Seconded by: Bob Donaldson;

Members in favor: See end of form; Opposed: See end of form; Abstaining: See end of form; Absent: See end of form

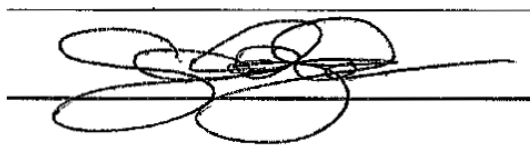
Statutory authority to close session (check all provisions that apply):

This meeting will only be closed under the provision or provisions checked below, all from General Provisions Art. § 3-305(b) and St. Mary's County Open Meetings Act 9-5-1 to 9-16 of the Local Government Article of the Annotated Code of Maryland: (1) to consider or discuss the assignment, promotion, resignation, salary, demotion, dismissal, reprimand, or appointment of a member of a public agency or employee, unless the individual, as a matter of public record, makes a written request for an open session; (2) to discuss strategy in collective bargaining or litigation; (3) to engage in collective bargaining; (4) to discuss the distribution of police forces to cope with public safety emergencies; (5) to discuss cost estimates for capital projects to be subsequently placed through the bidding process; (6) to hold preliminary discussions concerning the purchase or disposition of real property; (7) when State law or federal regulation prohibits a meeting open to the public; (8) to meet a condition for anonymity of a donor contained in a gift or bequest to the public agency; (9) when secrecy is necessary to prevent the premature disclosure of the format or content of examinations or the disclosure of results of examinations as related to individual students; or (10) if the meeting is conducted by the County Board of Education or its staff to: (i) consider the discipline of a student, unless the parent, guardian, or student requests an open session of the County Board of Education; or (ii) discuss specific students, families, or personnel and the disclosure of the discussions could prove detrimental or harmful to those individuals. (11) to consider the investment of public funds; (12) to consult with counsel to obtain legal advice; or (**effective 10/1/20) (13) to discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (**effective 10/1/20) (I) security assessments or deployments relating to information resources technology; (II) network security information, including information that is: 1. Related to passwords, personal identification numbers, access codes, encryption, or other components of the security system of a governmental entity; 2. Collected, assembled, or maintained by or for a governmental entity to prevent, detect, or

investigate criminal activity; or 3. Related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or (III) deployments or implementation of security personnel, critical infrastructure, or security devices.

For each provision checked above, the corresponding topic to be discussed and the public body's reason for discussing that topic in closed session, in as much detail as possible without disclosing the information that may be discussed behind closed doors:

Citation (insert # from above)	Topic <i>We expect to discuss these matters:</i>	Reason for closed-session discussion of topic - <i>We are closing the meeting to discuss this topic because:</i>
§ 9-512- (1)	Personnel	Confidential—Director's performance assessment



This statement is made by _____, Presiding Officer.

Member	In Favor of Closing	Opposed	Abstaining	Absent
Robert Donaldson	X			
Sharon Fitzsimmons	X			
Judith Gwynn	X			
John Johnston	X			
Charles Stein	X			
Ramona Waul	X			
Dorothy Waters	X			