

Kent County Library Board of Trustees
Finance Committee

Minutes of the August 13, 2021 Hybrid Meeting

Present: Jay Silcox, Chairman; Erin Counihan, Committee Member; Bronwyn Jones, Committee Member; Amy Sine, Citizen Representative; Elisabeth Tully, Trustee; Arnessa Dowell, Executive Director; Chris Walmsley, Staff Member

The meeting was called to order at 11:00 am.

Ms. Counihan moved to enter closed session. Ms. Jones seconded the motion, which was approved unanimously. The meeting entered closed session at 11:01 am.

The meeting was reopened at 11:54 am.

Mr. Silcox moved to recommend to the Board of Trustees to accept the lease proposal from Stoltzfus Property Management for the facility located at 119 N. Main St., Galena, MD 21635. Ms. Counihan seconded the motion, which was approved unanimously.

Mr. Silcox moved to recommend to the Board of Trustees that if a proposal for a facility in Rock Hall comes in at or below \$1,000 per month, Ms. Dowel can move forward with the caveat that if the cost exceeds the above limit, the proposal would need to be revisited by the Finance Committee. Ms. Counihan seconded the motion, which was approved unanimously.

No further business was brought before the Finance Committee.

Mr. Silcox moved to adjourn the meeting. Ms. Counihan seconded the motion. The meeting was adjourned at 11:57 am.

**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.*

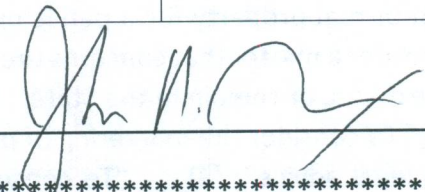
1. **Recorded vote to close the meeting:** Date: 8/13; Time: 11:00am; Location: 408 High St. Chester town;
Motion to close meeting made by: Covinin, Erin Seconded by Jones, Bronwyn;
Members in favor: Covinin, Jones, Silcox, Sine, Tully; Opposed: none;
Abstaining: none; Absent: none.

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." (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 →

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) (3)	Property leasing	Consider leasing proposals for library facilities
§3-305(b) ()		
§3-305(b) ()		
§3-305(b) ()		
§3-305(b) ()		

4. This statement is made by , 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: _____
 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: _____