

## **EXECUTIVE SESSIONS**

### Library Board Executive Sessions

The Board of Library Trustees reserves the right, within the constraints of state law, to meet in executive session. Such sessions can be requested by any member of the Board or by the Library Director.

A Board member must make a motion during an open meeting to convene in executive session. Such motion shall identify the general area(s) of the subject(s) to be considered in executive session. Upon a majority vote of its members the Board may convene in executive session at a place and time with which Board President or said members may designate to discuss the subjects enumerated below.

Matters that *may* be considered in executive session are:

- Matters that will imperil the public safety if disclosed;
- Any matter that may disclose the identity of a law enforcement agent or informer;
- Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed;
- Discussions regarding proposed, pending or current litigation;
- Collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law);
- The medical, financial, credit or employment of a particular person or corporation, or matters leading to the appointment, employment promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- The proposed acquisition, sale, or lease of real property, the proposed acquisition of securities, or sale or exchange of securities, but only when publicity would substantially affect the value thereof.

Matters which may *only* be considered in executive session are:

- Discussions concerning probable cause to bring disciplinary charges against an employee;
- The preparation, grading or administration of examinations.

Only formal action or vote on matters enumerated in paragraph 8 above may be taken by the Board during an executive session. No formal action or vote may be taken on any other matter. The Board shall reconvene in open session to take final action on other matters discussed and to adjourn the meeting.

Minutes need not be taken at any executive session except in those limited cases where the Board is empowered by Education Law to take action in executive session. Any minutes taken of executive sessions will reflect all actions and votes taken by the Board in executive session without personally identifying employees affected thereby. Minutes of an executive session shall be available to the general public.

The name of the person who called for the executive session will appear in the minutes of the public meeting.

The Board may permit staff and other persons whose presence is deemed necessary or appropriate to attend an executive session or any part thereof.

Adopted by the Library Board of Trustees, January 6, 2000

Reviewed by Library Board of Trustees:

January 7, 2001; February 7, 2002, January 2, 2003; September 2, 2004;

January 4, 2007; January 17, 2008; January 8, 2009; March 4, 2010; January 6, 2011; April 12, 2012,  
January 3, 2013; January 16, 2014; March 12, 2015; March 10, 2016; March 8, 2017