A meeting takes place any time a quorum of the Library Board officially gathers for the purpose of discussing Library business. A calendar of meeting dates is established at the Annual Reorganizational Meeting.

All regular and special board meetings of the Shelter Rock Public Library are open to the public. The Meeting Agenda includes “A Period of Public Expression” during which comments from the public can be made.

Minutes of an open meeting will be taken and contain a record of all motions, proposals, resolutions, and any other matter formally voted upon and the voting record for each. The Minutes will be promptly prepared and will be furnished upon request. Until approved at a subsequent Board Meeting, minutes shall be considered as non-final.

Executive sessions may be held upon an affirmative vote taken in public session identifying the subject to be discussed as enumerated in the statute, Public Officers Law (P.O.L.), Art. 7 (.Open Meetings Law.), section 105, which include:

a. matters in connection with the employment, hiring, salary, dismissal, etc. of an employee or officer.

b. consultation with attorneys or discussion regarding pending or contemplated litigation.

c. negotiations regarding purchasing or leasing of real estate.

d. discussion of records which fit within the enumerated exemptions of Art. 6 the P.O.L., the Freedom of Information Law (.F.O.I.L.).

e. any other matters subject to exemption by operation of the P.O.L. or any other law or regulation

No final legal action or vote may be taken in any executive session, except if voting in public would violate the purpose of the executive session.

This policy is intended to be in conformance with the NYS Open Meetings Law, and shall be interpreted and applied with that intent.

Adopted
Board of Trustees
Date: March 10, 2021