

PALISADES FREE LIBRARY
OPEN MEETINGS POLICY

1. All regular, special, and working board meetings of the Palisades Free Library are open to the public.

2. Executive sessions, convened during an open meeting, may be closed to the public and media if the following is discussed as set forth in Public Officers Law (P.O.L.), Article 7 (Open Meetings Law), section 105:
 - Matters which will imperil the public safety if disclosed;
 - Any matter which may disclose the identity of a law enforcement agency or informer;
 - Information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
 - Discussions regarding proposed, pending, or current litigation;
 - The medical, financial, credit, or employment history 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 or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof;
 - Discussions of records which fit within the enumerated exemptions of Art. 6 of the (P.O.L.), the Freedom of Information Law;
 - Any other matters subject to exemption by operation of the P.O.L. or any other law or regulation.

3. Written minutes must be kept for all meetings of the Board. The minutes shall be prepared promptly and shall set forth an accurate record of votes and action taken at each meeting. Until approved at a subsequent Board meeting, minutes shall be considered as non-final. Approved minutes shall be made available upon request.

4. The dates and times of the Board Meetings will be posted at the Palisades Free Library and the Palisades Post Office at least one week in advance.

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