

12. MEETING AREAS

MEETINGS REQUIRED BY THIS SUBTITLE TO BE OPEN TO THE PUBLIC SHALL BE CONDUCTED IN AREAS HAVING REASONABLE FACILITIES FOR OBSERVATION BY THE PUBLIC.

13. MINUTES

(A) THE MINUTES OF ALL PUBLIC MEETINGS OF PUBLIC AGENCIES SHALL BE TAKEN AND TIMELY RECORDED, AND SHALL BE A PUBLIC RECORD OPEN FOR INSPECTION AND COPYING BY ANY PERSON.

(B) MINUTES ARE NOT REQUIRED OF WORKING SESSIONS WHERE FINAL DECISIONS ARE NOT MADE.

(C) RECORDING OF MINUTES ARE NOT REQUIRED OF STAFF MEETINGS OF DEPARTMENTS.

14. RECORDING AND BROADCASTING

PUBLIC AGENCIES CONDUCTING MEETINGS REQUIRED BY THIS SUBTITLE TO BE OPEN TO THE PUBLIC SHALL ALLOW THE USE OF RECORDING AND EITHER RECORDED OR LIVE RADIO AND TELEVISION BROADCAST OF THE MEETINGS. THE PUBLIC AGENCIES MAY ESTABLISH REASONABLE RULES AND REGULATIONS REGARDING THE RECORDING AND BROADCASTING OF THE MEETINGS.

15. APPLICABILITY

THIS SUBTITLE DOES NOT APPLY TO THE FOLLOWING PUBLIC AGENCIES:

- (A) THE JUDICIAL BRANCH;
- (B) GRAND JURIES;
- (C) PETIT JURIES;
- (D) LAW ENFORCEMENT AGENCIES.

16. REASONS FOR CLOSED MEETINGS

(A) MEETINGS OF PUBLIC AGENCIES AND MEETINGS OF THE STAFF OF PUBLIC AGENCIES MAY BE CONDUCTED IN EXECUTIVE SESSION IN THE FOLLOWING SITUATIONS ONLY:

(1) WHEN A PUBLIC AGENCY OR MEMBERS OF THE STAFF CONSIDERS THE ASSIGNMENT, PROMOTION, RESIGNATION, SALARY, DEMOTION, DISMISSAL, REPRIMAND, OR APPOINTMENT OF A MEMBER OF A PUBLIC AGENCY OR EMPLOYEE, THE SESSION MAY BE CLOSED, UNLESS THE PERSON REQUESTS IN WRITING FOR AN OPEN SESSION. THE REQUEST IS A MATTER OF PUBLIC RECORD;

(2) WHEN A SCHOOL BOARD OR ITS STAFF CONSIDERS THE DISCIPLINING OF INDIVIDUAL STUDENTS AND THE PARENT, GUARDIAN OR STUDENT REQUESTS AN EXECUTIVE SESSION;