

Before closing a meeting, the Board must state on the record the specific grounds permitting the meeting to be closed and describe the subject to be discussed. Minn. Stat. § 13D.01, subd. 3. To comply with this requirement, the Board Chair should read the following:

The next item on the agenda is the preliminary consideration of allegations against an individual subject to the Board's authority. The Open Meeting Law, Minnesota Statute section 13D.05, subdivision 2(b), states that a public body shall close a meeting for the preliminary consideration of allegations against an individual subject to its authority. During the closed meeting, the Board will discuss the allegations and possible next steps. Accordingly, pursuant to the law I have cited, I will hereby entertain a motion that this meeting be closed for the purpose of the preliminary consideration of allegations against an individual subject to the Board's authority.