

GOVERNANCE & OPERATIONS

FILE CODE: GO/1120

COMMUNITY RELATIONS
ASSOCIATION AND BOARD OF DIRECTORS' MEETINGS

Board of Directors' and Executive Committee Meetings

The NJSBA shall fully comply with the Open Public Meetings Act, N.J.S.A. 10:46, et seq.

Meetings of the NJSBA Board of Directors shall be open to the public with the exception of closed sessions.

Meetings of the Executive Committee shall be open to the public whenever the Executive Committee is acting, pursuant to Article VIII, Section 2 of the Bylaws, to transact business of the Association between meetings of the Board of Directors or as specifically delegated by the Board of Directors. When such action is contemplated to be discussed or acted upon by the Executive Committee, the Executive Committee must comply with all requirements of the Open Public Meetings Act. When the Executive Committee meets solely to discuss and/or act upon matters which will be brought before the Board of Directors for final action, such meetings are truly advisory in nature and need not be open to the public.

A closed session may be called to discuss:

- A. Any matter which by express provision of state or federal law or rule of court shall be rendered confidential;
- B. Any matter in which the release of information would impair a right to receive federal funds;
- C. Any material the disclosure of which constitutes an unwarranted invasion of individual privacy, unless the individual (or all the individuals) concerned shall request in writing that the same be disclosed publicly. This includes any reports or recommendations concerning a specific individual;
- D. Any collective bargaining agreement or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the actual negotiating sessions with representatives of employee groups;
- E. Any matter involving the purchase, lease or acquisition of real property (land or buildings) with public funds, where it could adversely affect the public interest if discussion of such matters were disclosed;
- F. The tactics and techniques used in protecting the safety and property of the public, provided that their disclosure could impair such protection;
- G. Any investigations of violations or possible violations of law;
- H. Any pending or anticipated litigation or contract negotiations other than collective bargaining, and any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his/her ethical duties as a lawyer;
- I. Any matter involving employment, appointment, termination, terms and conditions of employment,

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evaluation, promotion or disciplining of any prospective or current employee or officer unless all the individual employees whose rights could be adversely affected request in writing that the matter be discussed at a public meeting;

Board of Directors' and Executive Committee Meetings (continued)

- J. Any deliberations occurring after a public hearing that may result in the imposition of a specified civil penalty or loss of license to an individual.

Closed sessions shall be closed to the public and the press. The Board or the Executive Committee may invite staff members or others to attend closed sessions at its discretion. Such persons are honorbound not to disclose the topic or details of discussion at the closed session.

Time will be set aside at regular meetings of the Board of Directors for public comment. The Executive Committee may permit public comment at its discretion.

The Executive Director shall develop necessary regulations to implement this policy. The regulations shall include a mechanism for providing notice of the time and place of meetings, and whether there will be a closed session for part or all of the meeting. The regulations shall also provide that minutes shall be made available to the public, except those minutes or portions of minutes which contain confidential material, as required by the Open Public Meetings Act.

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