

**SUMMARY OF CLOSED SESSION HELD ON MAY 13, 2025
(Recessed and reconvened on May 14, 2025)**

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: May 13, 2025 at 2:00pm (May 14, 2025 at 5:15pm)

Place (location) of closed session: 37 Broadway, Frostburg Municipal Center, Meeting Room 100

Purpose of the closed session: To conduct interviews for the City Administrator position.

Record of the vote of each member as to closing the session:

Names of members voting aye: Forsythe, Grove, Ritchey, Logsdon, Carter

Members opposed: None Abstaining: None

2. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

➔ **Topic #1:** § 3-305(b) (1) ➔ **Topic #2:** § 3-305(b) () ➔ **Topic #3:** § 3-305(b) ()

3. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
Interview and evaluation of candidates for the City Administrator position.	Commissioners Forsythe, Grove, Ritchey, Carter; Mayor Logsdon; Staff: Brian Vought	On May 13, interviews were conducted with all but one candidate. The session was recessed and reconvened on May 14 to complete the final interview and continue discussions. A consensus was reached regarding next steps in the hiring process.

Minutes: Commissioner Carter moved to enter into closed session. Commissioner Forsythe seconded.