

OPEN MEETING COMPLIANCE BOARD OPINIONS

TOPICAL INDEX

July 1, 1992 through December 31, 2018 (updated through 12 OMCB Opinions 117)

HOW TO USE THIS INDEX: This index groups the Compliance Board's opinions into seven broad topics, each with subtopics. To find a broad topic, go to the list below. The broad topic numbers correspond to the chapter numbers in the [Open Meetings Act Manual](#). For a list of the subtopics, go to the [topical index outline](#).

BROAD TOPICS:

1. SCOPE: DOES THE ACT APPLY?
2. NOTICE: DID THE PUBLIC BODY GIVE "REASONABLE ADVANCE NOTICE" OF THE MEETING AND MAKE AN AGENDA AVAILABLE?
3. ACCESS: WAS THE MEETING CONDUCTED IN THE OPEN?
4. PERMISSIBLE CLOSED SESSION DISCUSSIONS: IF THE CLOSED SESSION WAS SUBJECT TO THE ACT, DID THE TOPICS DISCUSSED FALL WITHIN ONE OF THE 15 EXCEPTIONS THAT PERMIT A CLOSED MEETING?
5. CONDITIONS FOR CLOSING A MEETING: BEFORE CLOSING A MEETING SUBJECT TO THE ACT, DID THE PUBLIC BODY MAKE THE WRITTEN DISCLOSURES REQUIRED BY THE ACT AND VOTE PUBLICLY TO EXCLUDE THE PUBLIC, IN THE PRESENCE OF A MEMBER DESIGNATED FOR TRAINING?
6. MINUTES AND OTHER MEETING DOCUMENTS: DID THE PUBLIC BODY PREPARE AND RETAIN THE MEETING DOCUMENTS REQUIRED BY THE ACT AND, TO THE EXTENT PRACTICABLE, POST ITS MINUTES?
7. GUIDANCE; TRAINING: WHAT IS THE ROLE OF COMPLIANCE BOARD OPINIONS, AND WHO MUST TAKE TRAINING?

HOW TO FIND AN OPINION: Go to the main [Open Meetings webpage](#), click on the link for "[Opinions](#)," click on the volume listed for that opinion, and scroll through to the page. For opinions issued after this index was updated, go to the most recent volume. The opinions are also searchable.

STATUTORY CITES: Statutory cites in the opinions are now to the General Provisions Article of the Maryland Code. Before October 1, 2014, the Open Meetings Act appeared in the State Government Article.

JUDICIAL OPINIONS: This index does not include opinions issued by the Maryland courts. The reported opinions of Maryland's appellate courts take precedence over Compliance Board opinions, which are advisory. For more information, see the introduction to the Open Meetings Act Manual.

CHANGES IN THE STATUTE: Some of the guidance in these opinions has been made obsolete by amendments to the Open Meetings Act over the years. For example, the General Assembly broadened the definition of "public body" in 2004, *see 4 OMCB Opinions 132 (2005)*, and 2009, *see 7 OMCB Opinions 64 (2010)*, and added a particular class of school-board related entities in 2013. The current law is explained in the Open Meetings Act Manual.

TOPIC ONE

**1. Scope: Does the Act apply? Sections 3-301 and 3-102, with definitions in § 3-101—
a “meeting” of a “public body,” unless the Act expressly excludes the “function”
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