

Summary of 19 Official Opinions of the Compliance Board 170 (2025)
Issued June 25, 2025
for the
Montgomery County Airpark Community Advisory Committee

The following statement is required by the Maryland Open Meetings Act.

On June 25, 2025, the Open Meetings Act Compliance Board issued an opinion that found the Airpark Community Advisory Committee violated the Open Meetings Act by:

- failing to provide adequate notice of the January 2025 meeting's 6:30 PM start time, and
- failing to record the outcomes of three motions at the August 2024 and September 2024 meetings in the minutes of those meetings.

The Compliance Board stated that the Committee should amend the January 2025 meeting minutes to reflect that meeting's actual start time of 6:30 PM.

The Compliance Board opinion also found the Committee did **not** violate the Act with respect to:

- subcommittees formed for the limited purpose of researching and reporting information back to the Committee, and that do not have a quorum of members; and
- posting meeting minutes only after they are approved by the Committee.

The Compliance Board was unable to determine whether the minutes from the town hall portion of the January 2025 meeting violated the Act. The Act requires minutes to state: (1) each item the Committee **considers**, (2) the action taken on each item, and (3) each vote that was recorded. The town hall gathered community input, and that relates to one of the Committee's missions - advising County leadership and the Revenue Authority about community concerns related to the Airpark. As a result, the Compliance Board found Committee "considered" the comments of the public, and the minutes need to reflect the comments. Specifically, the minutes need to state how many speakers addressed the Committee and the main ideas expressed. The minutes do not need to show each speaker's statements individually or transcribe the comments. So, on the one hand, the Compliance Board found the January 2025 minutes exceeded the Act's requirements because they included five speakers' written statements. But on the other hand, the minutes did not indicate whether the written statements also reflected the substance of comments offered by the other seven speakers. Finally, the Compliance Board noted that public comments on issues unrelated to the mission of the Committee are not "considered" by the Committee and do not need to be included in the minutes.