

**Approved**

**City of Monroe  
Board of Ethics Meeting Minutes  
June 26, 2014**

**1. A. Call to Order**

A regular meeting of the City of Monroe Ethics Board was held on June 26, 2014. Board Chair Katherine Williams called the meeting to order at 5:05 p.m.

Board members present: Williams, Miles, and Thompson

Board members absent: Vick, Donner

Staff member present: Staff Liaison Eadye Martinson

**B. Election of Officers<sup>1</sup>**

Board Chair Williams noted that there were three positions to vote on: Chair; Vice Chair; and Acting Chair. Board member Miles nominated Katherine Williams for the position of Chair; Board member Thomas seconded the nomination. On vote,

Motion carried 3/0.

Board member Miles nominated Bryan Vick for the position of Vice Chair; Board member Thomas seconded the nomination. On vote,

Motion carried 3/0.

Board member Miles nominated Trevor Thompson for the position of Acting Chair. On vote,

Motion carried 3/0.

**2. Approval of April 24, 2014 Meeting Minutes**

The motion was made by Board member Miles and seconded by Board member Thompson, to approve the April 24, 2014 meeting minutes. On vote,

Motion carried 3/0.

It was noted that Board member Donner resigned from the Board of Ethics, due to scheduling difficulties.

**3. Comments from Citizens**

There were no citizens present at the meeting.

---

<sup>1</sup> Note: Agenda Item No. 1B (Election of Officers) was addressed after Approval of the Minutes.

**4. Review Procedural Rules and Complaint Flow Chart**

**A. Review Ethics Board *Procedural Rules* document to update according to revised Ordinance #019/2013**

Board Chair Williams lead the final review of the *Procedural Rules*. The motion was made by Board member Thompson and seconded by Board member Felton, to adopt the procedural rules as amended. On vote,

Motion carried 3/0.

**B. Review Complaint Procedures Flowchart**

After review of the flowchart and changes were discussed, it was determined that Board member Thompson would redesign and update the flowchart to present to the Board at the next scheduled meeting.

**5. Next Ethics Board Meeting**

After discussion, the July and August meetings were cancelled, as per the usual practice, due to summer vacation schedules.

Staff Liaison Martinson explained the need for scheduling the mandatory *Open Government* training for the September 25<sup>th</sup> meeting. Training will be facilitated by, Elizabeth Smoot, CMC, Monroe City Clerk.

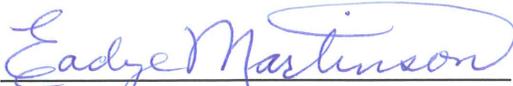
Items for the next agenda: *Open Government* training; and review of Complaint Procedures Flow Chart.

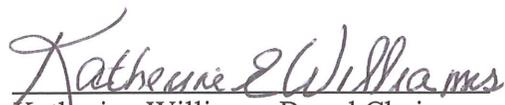
**6. Adjournment**

The motion was made by Board member Thompson and seconded by Board member Miles, to adjourn the meeting. On vote,

Motion carried 3/0.

**MEETING ADJOURNED:** 6:00 P.M.

  
Eadye Martinson, Recording Secretary

  
Katherine Williams, Board Chair