

ETHICS COMMITTEE-MINUTES OF OCTOBER 22,2017 MEETING

The Village of Martin's Additions Ethics Committee met on October 22, 2017 at 3523 Raymond Street. The meeting began at 4:15 p.m. and adjourned at 5:20 p.m. Present were Committee members Marc Efron, Todd Mann, and Haile Soifer, and VMA Council Chair Richard Krajeck.

- The Committee approved the minutes of its September 24, 2017 meeting.
- The Committee discussed Committee leadership and deferred any action until its next meeting.
- The Committee discussed the conflict-of-interest questionnaire that is required of all candidates for election to the VMA Council and of VMA employees before their hiring. The Committee decided to recommend to the VMA Council that the questionnaire be required of all candidates for election to the VMA Council and annually (on or about the beginning of the VMA fiscal year) of all members of the VMA Council, and of all employees (salaried and contract) both before they are formally hired and then annually (on or about the beginning of the VMA fiscal year). The Committee also decided to recommend to the VMA Council that copies of all completed conflict-of-interest questionnaires be sent by the Village to the Ethics Committee, so that the Committee can monitor and address any disclosed conflicts of interest and can assure that the questionnaires have been completed and collected as required. The Committee also decided to review the substance of the conflict-of-interest questionnaire and discuss any suggested changes at the next Committee meeting.
- The Committee discussed the procedure for electing members of the Village Council. The Committee concluded that ballot security and secrecy were achieved by the manner in which absentee ballots are requested, sent, returned, stored, and counted. The Committee also authorized Marc Efron to discuss with the VMA Election Committee safeguards to assure that a resident can cast only one ballot. Marc will report on this discussion at the next Committee meeting.
- The Committee decided that its next meeting would be on November 12, 2017, at 4:00 p.m., at 3523 Raymond Street.