

**Approved**

**City of Monroe  
Board of Ethics Meeting Minutes  
September 25, 2014**

**1. A. Introduction of New Board of Ethics member: Paul Graf<sup>1</sup>**

New member Paul Graf was introduced and shared some of his background and interests. The Board members welcomed him and shared their backgrounds with him.

**B. Call to Order; Roll Call**

A regular meeting of the City of Monroe Ethics Board was held on September 25, 2014. Board Chair Katherine Williams called the meeting to order at 5:01 p.m.

Board members present: Williams, Graf, and Thompson

Board members absent: Vick, Miles

Staff members present: Staff Liaison Eadye Martinson; Elizabeth Smoot, CMC

**2. Approval of June 26, 2014 Meeting Minutes<sup>2</sup>**

The motion was made by Board member Thompson and seconded by Board member Graf, to approve the June 26, 2014 meeting minutes. On vote,

Motion carried 3/0.

**3. Open Public Meetings Act (OPMA) Training (Elizabeth Smoot, CMC, City Clerk)**

Elizabeth Smoot, CMC, City Clerk explained that, with the passage of **ESB 5964**, the state requires OPMA training for all elected officials and boards/commission members. Ms. Smoot facilitated the OPMA training, which included a video presentation and review of the key points on the handouts provided.

**4. Comments from Citizens**

There were no citizens present at the meeting.

Staff Liaison Martinson shared with the Board that she would be retiring at the end of the year. She suggested that this topic be added to the October agenda, when there may be more information available about a replacement liaison.

**5. Review Complaint Procedures Flowchart**

Board member Thompson moved to reschedule this item for the October meeting.<sup>3</sup> On vote,

Motion carried 3/0.

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<sup>1</sup> NOTE: The meeting was called to order prior to the introduction of new member, Paul Graf; roll call was taken after the introduction and welcome.

<sup>2</sup> NOTE: The minutes were read and approved after the OPMA training.

<sup>3</sup> NOTE: There was no second on the motion prior to the vote.

The board discussed having the Board attorney review the Procedural Rules and posting them to the City's Website. Staff Liaison Martinson will discuss this with the City Administrator and report back to the Board.

**6. Next Ethics Board Meeting**

The next Board meeting will be on October 23, 2014. It was noted that Board Chair Williams will not be present.

Items for the next agenda: Review of Complaint Procedures Flow Chart, update on replacement staff liaison, and the November/December meeting schedule.

**7. Adjournment**

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

Motion carried 3/0.

**MEETING ADJOURNED:** 5:55 P.M.

  
Eadye Martinson, Recording Secretary

 *BRYAN VICK FOR*  
Katherine Williams, Board Chair