



BOARD OF ETHICS

City of Arts & Innovation

TO: BOARD OF ETHICS MEMBERS **DATE: AUGUST 1, 2024**
FROM: CITY CLERK'S OFFICE **WARDS: ALL**
SUBJECT: RECORD THE ABSENCE OF VICE CHAIR NEWMAN FROM JULY 9, 2024, MEETING AS EXCUSED

ISSUE:

Record the absence of Vice Chair Newman on July 9, 2024, as excused.

RECOMMENDATION:

That the Board of Ethics record the absence of Vice Chair Newman from the Board of Ethics meeting on July 9, 2024, as excused.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23976, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes if the absence of the Board Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

During the meeting of July 9, 2024, five (5) Board members were present, two (2) Board members were absent, and the Board has two (2) vacancies. The Board of Ethics is a nine (9) seat member body, and five (5) members must be present to call the meeting to order.

Staff was advised in advance that Vice Chair Newman was unable to attend the meeting of July 9, 2024.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Christiana Kalawa, Deputy City Clerk
Approved by: Donesia Gause, City Clerk