



# BOARD OF ETHICS

*City of Arts & Innovation*

TO: BOARD OF ETHICS MEMBERS DATE: AUGUST 7, 2025

FROM: CITY CLERK'S OFFICE WARDS: ALL

SUBJECT: RECORD THE ABSENCE OF VICE CHAIR NEWMAN FROM JUNE 5, 2025, MEETING AS EXCUSED

## **ISSUE:**

Record the absence of Chair Newman on June 5, 2025, as excused.

## **RECOMMENDATION:**

That the Board of Ethics record the absence of Chair Newman from the Board of Ethics meeting on June 5, 2025, 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 June 5, 2025, four (4) Board members were present, two (2) Board members were absent, and the Board has three (3) 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 Chair Newman was unable to attend the meeting of June 5, 2025.

## **FISCAL IMPACT:**

There is no fiscal impact associated with this report.

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