



BOARD OF ETHICS

City of Arts & Innovation

TO: BOARD OF ETHICS MEMBERS **DATE: APRIL 4, 2024**
FROM: CITY CLERK'S OFFICE **WARDS: ALL**
SUBJECT: RECORD ABSENCE OF MEMBER NEWMAN FROM MARCH 7, 2024, MEETING AS EXCUSED

ISSUE:

Record the absence of Member Newman on March 7, 2024, as excused.

RECOMMENDATION:

That the Board of Ethics record the absence of Member Newman from the Board of Ethics meeting on March 7, 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:

Staff received 24-hour notification from Member Newman that she would not be able to attend the meeting on March 7, 2024, due to illness.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Christiana Kalawa, Deputy City Clerk
Approved by: Donesia Gause, City Clerk
Approved as to form: Phaedra A. Norton, City Attorney