City of Sandy Springs Board of Ethics Meeting held on May 15, 2007 at 9:00 AM

Board Members Present: Jim Langlais, Nancy McCord, Glenn Moffett, Andrew Heyward, Richard Isenberg, and City Attorney Kathy Williams. Charles Maddrey, absent excused.

Staff Present: Assistant City Clerk Tracy Tye

Call to Order

Chairman Langlais called the meeting to order at 9:00 a.m. Mr. Moffett stated that he had received a proxy from Mr. Charles Maddrey (attached).

Approval of April 11, 2007 meeting minutes

Motion and Vote: Mr. Isenberg moved to approve the April 11, 2007 meeting minutes as presented. Ms. McCord seconded the motion. The motion carried unanimously.

Discussion of bylaws for the Board of Ethics

City Attorney Kathy Williams made the following suggestions:

Section 2 should be titled "Officers and Members" and add subsections for each.

Section 3 Duties of the Chairman should reference the Ordinance section and add a conflicts provision.

Section 4 Meetings and Committees should be made clear that voting by proxy is allowed in a business meeting but not a hearing. She suggested that a quorum be set at 4 members. There was a consensus that an informal, non-binding opinion may be given by the Board.

Kathy Williams suggested that any reference to the person the complaint is against should be consistent. There was a consensus that this should be "subject of complaint".

She suggested that the timeframes in the bylaws be consistent with the Ordinance. Discussion followed regarding the deadlines outlined in Sections 7 and 8. There was a consensus that Section 8.2 should be "seven (7) business days". Section 8.3 should be "thirty (30) business days". The City Clerk will have three (3) business days to forward the written response to the Board and City Attorney.

Section 8.4 shall reference the Ordinance.

Kathy Williams suggested that section 8.6 be consistent with the Ordinance. The duties of the Board referenced in Section 8.6 should be removed as this is covered in Section 9.

Mr. Moffett requested that the words "specifically identified" after the word "more" in Section 9.1(c).

Kathy Williams suggested that the quorum be removed from Section 10.1 as this is already established.

Chairman Langlais stated that he would make these amendments and prepare a flow chart.

Adjournment
Mr. Moffett moved to adjourn the meeting. Mr. Heyward seconded the motion. The motion carried unanimously. The meeting adjourned at 9:39 a.m.

Jim Langlais, Chairman

Christina Rowland, City Clerk