

Board of Ethics
Regular Meeting Minutes
Wednesday, January 27, 2021 at 8:00 pm

Zoom Meeting:

<https://us02web.zoom.us/j/89631470604?pwd=THVERGlyMFVwM3NPNkFURG9raE0rUT09>

Meeting ID: 896 3147 0604

Passcode: 661113

Dial by phone: 646 558 8656

- 1- **Call to Order:** The meeting was called to order at 8:05pm. Present were Board of Ethics Secretary Effie Thieme, and Members Ruth Israely and Bill Weiss. Member Aarti Khosla joined the meeting at 8:43pm. All votes were held after Ms Khosla joined the meeting.
- 2- **December 2, 2020, Special Meeting minutes:** Mr Weiss moved to approve the meeting minutes; Ms Israely seconded. The minutes were unanimously approved.
- 3- **Elections of the Board:** The nomination and election of a new Chair was postponed until Ms Khosla joined the meeting. Ms. Thieme nominated Mr Weiss as Chair; Ms Khosla seconded the nomination. Ms Israely, Ms Thieme, and Ms Khosla voted in favor of Mr Weiss as Chair; Mr Weiss abstained from voting. In the absence of other nominations, Ms Thieme retains the position of Secretary.
- 4- **Concerning draft documents to facilitate the work of the Board of Ethics:** Discussions ensued concerning a draft Mission Statement of the Board, as well as a draft Complaint Submission Form.
 - a. Concerning the Mission Statement, questions of educational efforts of the Board, confidentiality of complaints and investigations, and complaint resolution matters were raised and discussion ensued. Following the resolution of all expressed questions and concerns, Ms Thieme moved to approve the Mission Statement draft dated December 4, 2020, as amended via this meeting's discussions and screen sharing of the document by Ms Israely on Zoom. Mr Weiss seconded the motion. The Mission Statement as revised on January 27, 2021, was unanimously approved and will be circulated by Ms Israely.

- b. Concerning the Complaint Submission Form, as drafted (undated), questions arose regarding the confidentiality of complaints and investigations thereof, and other procedural matters. Discussion ensued; Ms Thieme moved to table the discussion pending advice from the Town attorney and/or other Town personnel to address the legal and other questions raised. Mr Weiss seconded the motion, which was unanimously approved.

5- **New matters:**

- a. Mr Weiss requested that all Board members acknowledge the receipt of any email communications among themselves for purposes of efficiency and clear communication. All members agree to do so.
- b. Mr Weiss stated that he will reach out to the Board's former Chair, Deborah Bernstein, to ascertain whether there is any unfinished work of the position of Chair that requires follow-up.

6- **Adjournment:** Ms Thieme moved, and Ms Khosla seconded, to adjourn. The meeting adjourned with unanimous approval at 9:29pm.