



## Town of North Beach Ethics Commission Organizational Meeting

**Date:** Monday, October 24, 2022

**Location:** North Beach Town Hall

**Began:** 3:30 PM

**Adjourned:** 4:25 PM

**Attendees:**

Earl McDaniels, Ethics Board Member  
Maxine Roth, Ethics Board Member  
Rosalind White, Ethics Board Member  
Karen Ruff, Legal Counsel

**Public Attendance:**

Elizabeth Lawton, Town Council Member

**Staff:**

Stacy Milor, Town Clerk  
Shannon Buckler, Administrative Assistant

**Agenda**

- Introduction
- Selection of Chair to the Board
- Review of Ethics Commission's Responsibilities
- Review Ethics Commission Policies and Procedures for adoption
- New Business: Ordinance 22-05: Chapter 9 Ethics
- Next Meeting
- Adjournment

**Introductions**

Each of the Commission Members introduced themselves and explained their professional lives and some personal aspects of living in North Beach.

**Selection of Chair to the Board**

- Mrs. Ruff explained that the Commission should have a chair to run the meetings and vice-chair, as well. She further explained that the Rules of Procedure that the Commission would be reviewing requires that the Commission appoint a chair. She discussed the duties of a chair and co-chair for the Commission. The members would like to select a Chair and Co-Chair at the next meeting.

**Review of Ethics Commission's Responsibilities**

- Ms. Karen Ruff, Legal Counsel for the Town of North Beach, reviewed Chapter 9, Ethics, of the Town of North Beach Code. This Chapter explains the Commission's duties and the obligations of a Commissioner. The Commission

members were asked to review the documents and provide any questions at their next meeting.

#### **Review Ethics Commission Policies and Procedures**

- Ms. Karen Ruff provided three documents to the Commission for their consideration and future adoption. All three documents were explained in their entirety and the Commission members were asked to review them for further discussion at their next meeting. The documents are as follows:
  - \*\* Rules of Procedure of the North Beach Ethics Commission
  - \*\* North Beach Ethics Commission Regulations Relating to Advisory Opinions
  - \*\* North Beach Ethics Commission Regulations Relating to Complaints of Violations of Chapter 9, Ethics of the Town Code

#### **New Business: Ordinance 22-05: Chapter 9 Ethics**

- An Ordinance was introduced at the October 2022 Town Council Meeting amending Chapter 9., Ethics in the Town Code. These changes were mandated during the General Session in 2022. All municipalities must adopt the changes to their Ethics Code for compliance with State law. Mrs. Ruff reviewed a copy of the Ordinance and explained that it was sent to the State Ethics Commission for review. The State Ethics Commission is scheduled to meet on the 17<sup>th</sup> of November to review updated Ordinances for compliance. The North Beach Ethics Commission will need to reconvene to certify its compliance. All Commission members will sign the compliance document.

#### **Next Meeting**

- The Town of North Beach Ethics Commission will conduct its next meeting, on Monday, November 21, 2022, at 3:30 p.m. at the North Beach Town Hall.