

**City of Atlanta Board of Ethics Meeting
Minutes of January 21, 2010**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by MaryAnne Gaunt at 6:13 p.m. in City Council Committee Room 2, 55 Trinity Avenue, Atlanta, GA 30303. Attending the meeting were board members Charles B. Crawford Jr.; Cathy Daniels; Caroline Johnson Tanner; and Charmaine Ward. Staff members Ginny Looney, Jabu M. Sengova, and Sherry H. Dawson also attended. Chair John Lewis Jr. and board member Carol Snype Crawford were absent.

MINUTES

1. The Board approved the minutes of the November 19, 2009 meeting on a motion by Ms. Daniels and a second by Mr. Crawford.

BOARD OPERATIONS

2. Elections

The Board unanimously re-elected John Lewis, Jr., as chair for the next year on a motion by Ms. Daniels, which Ms. Ward seconded. Ms. Tanner moved to re-elect MaryAnne Gaunt as vice chair for another year, with a second by Mr. Crawford, which the Board unanimously adopted.

3. Code of Conduct

The Board unanimously adopted the proposed Code of Conduct for the Board of Ethics on a motion by Mr. Crawford and a second by Ms. Daniels. The Board postponed consideration of the statement of interest form until February.

4. Board Rules

Following a discussion of the proposed revision of the board rules, Mr. Crawford moved to adopt the proposed rules, with a second by Ms. Tanner, and the Board adopted the motion unanimously.

5. Budget Report

Ms. Looney reported that the Ethics Office has spent one third of its budget during the first half of the fiscal year, which ends in July.

FINANCIAL DISCLOSURE

6. Report to Board on 2010 Filing Season

Because the online 2010 City Financial Disclosure Statement is not yet available, Ms. Looney recommended that the Board extend the filing deadline to March 1, 2010, and the grace period to March 15, 2010. If the online form is not ready by February 1, 2010, she requested authority to push back the filing deadline until 30 days after the form is available and set the end of the grace period 15 days after the filing deadline. Mr. Crawford made a motion in support of Ms. Looney's recommendation, which was seconded by Ms. Tanner, and the Board approved it unanimously.

ETHICS OFFICER REPORT

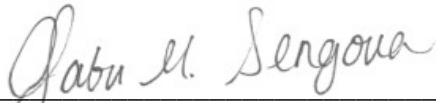
7. **2010-2011 Work Plan**

Ms. Looney presented the work plan for the calendar years 2010 and 2011 and identified the top six goals for the Board. Following a discussion by the Board, Ms. Daniels moved to adopt the 2010-2011 Work Plan. Mr. Crawford seconded the motion, and the Board adopted it unanimously.

8. **Annual Reports**

Ms. Looney delivered a report on advice from January 1, 2009 until December 31, 2009, stating that the Ethics Office responds to three requests for advice per week. Ms. Sengova presented a report on complaints and investigations from January 1, 2009 through December 31, 2009, showing that 11 new cases were opened in 2009, 15 cases were closed, and 10 cases remained open at the end of the year.

Having no further business, the meeting adjourned at 6:56 p.m.



Jabu M. Sengova, Associate Ethics Officer
Approved February 18, 2010