

**City of Atlanta Board of Ethics Meeting  
Minutes of January 21, 2011**

The monthly meeting of the City of Atlanta Board of Ethics was called to order by Chair Caroline Johnson Tanner at 6:16 p.m. in City Council Committee Room 2, 55 Trinity Avenue, Atlanta, GA 30303. Attending the meeting were board members Charles B. Crawford Jr.; Carol Snype Crawford; MaryAnne Gaunt and Charmaine Ward. Staff members Ginny Looney, Jabu M. Sengova, and Sherry H. Dawson also attended. Board members Cathy Daniels and Shukura Ingram were absent.

**MINUTES**

1. The Board adopted the minutes of the November 18, 2010, meeting on a motion by Ms. Gaunt and a second by Mr. Crawford.

**FINANCIAL DISCLOSURE**

**2. Report on 2011 Filing Season**

Because the online 2011 City Financial Disclosure Statement is still being tested and recent inclement weather prevented the mailing of notices to required filers, Ms. Looney recommended that the Board extend the filing deadline to March 1, 2011, and the grace period to March 15, 2011. If the online form is not ready by February 1, 2011, she will request authority to push back the filing deadline and the grace period. Following a brief discussion, Ms. Crawford made a motion in support of Ms. Looney's recommendation, which was seconded by Ms. Gaunt, and the Board approved it unanimously.

**BOARD OPERATIONS**

**3. Budget Report**

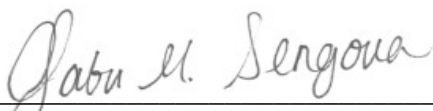
Ms. Looney reported that the Ethics Office has spent \$156,708.14 or 45 percent of its budget during the first half of the fiscal year, which ends June 30, 2011.

**ETHICS OFFICER REPORT**

**4. Annual Reports**

Ms. Looney reported that the Board of Ethics issued two formal advisory opinions and the Ethics Office wrote four informal advisory letters and 116 advisory emails in 2010. In addition, the staff gave verbal advice to 70 persons. The total of 192 requests for advice is higher than prior years. Ms. Sengova presented a report on complaints and investigations from January 1, 2010 through December 31, 2010, showing that six new cases were opened, 13 cases were closed, and three cases remained open at the end of the year. Finally, Ms. Looney reported on action taken in 2010 on the Ethics Office's 2010-2011 Work Plan.

Having no further business, the meeting adjourned at 6:48 p.m.



Jabu M. Sengova, Associate Ethics Officer  
Approved February 17, 2011