

Ethics Advisory Committee for the City of Muncie

Meeting Minutes

Date: 10/19/23

Loc: Madjax

Committee Members Present:	Chip Taylor Zach Craig Kourtney McCauliff	Tina Black Elizabeth Edgell Dave Shipman	Dave Concepcion Dan Gibson Sandra Whitaker
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Absent: None

7:30pm – Meeting Called to Order

- 1st Meeting – Informal roll call as not all members are acquainted with each other just yet.
- 2 individuals from the public present.
- Selected Committee Leadership
 - Chair Chip Taylor
 - Vice-Chair Kourtney McCauliff
 - Secretary Tina Black
- Discussed “Conflict of Interest Filing Form”
 - Dan Gibson explained the function of the form. Only to be filed if there is a committee member who believes there could be a conflict of interest.
 - Should a member need to fill this form out – it will be submitted to Belinda Munson.
- Meeting Schedule
 - November 9 @ 7:30pm – Maring Hunt Library.
 - December 14 @ 7:30pm - (if available at Maring Hunt Library, if it is not available, the meeting will be pushed to December 21).
- Committee Work Expectations
 - We will be addressing the Ethics Codes.
 - Plan to look at what other cities are doing.
 - Apr 3 – Our committee’s original resolution was passed. We have 18 months from that date to complete action items (October 3, 2024).
 - Goal – To finish action items by September 2024 and deliver to the City Council as public record. Council will then introduce these action items in November, Pass in December so we can start a clean year in 2025.
- Meeting Procedures
 - Conducting under the “Open Door Law”
 - Agenda will be prepared by Chip on the Monday before each scheduled meeting.
 - Items that need to be added to the agenda should be sent to Chip at least one week prior to the scheduled meeting.
 - This is a public meeting and will go out on social media.
 - Public can attend and can speak to items on the agenda.
 - Meetings will be formatted to mirror City Council meetings.
- Other Business
 - We will be working to establish the Ethics Codes in the following areas:
 - Gifts, food, drink, entertainment, and travel expenses
 - Political activity and patronage
 - Nepotism
 - Disclosure and use of confidential information
 - Use of city property
 - We will look at what Ethics Rules the Mayor has already put into place.
 - Past problems?
 - What are other cities doing?
- Public
 - Asked for feedback from the public. None at this time.
- Discussion for Next Meeting
 - Compiled items.
 - Policy for Recusal

8:06pm – Meeting Ended