

**MINUTES OF THE REGULAR MEETING OF THE ETHICS COMMISSION OF THE VILLAGE OF  
BUFFALO GROVE HELD VIA AUDIO/VIDEO CONFERENCING  
THURSDAY, JULY 28, 2022**

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**CALL TO ORDER**

Chair Rybarczyk called the meeting to order at 7:04P.M. This meeting was held at Village Hall, 50 Raupp Boulevard, Buffalo Grove

**ROLL CALL**

Voice vote indicated all commissioners were present: Chair Rybarczyk, Commissioners Scott, Abella, Hughes. Also present were Dane Bragg, Village Manager, Patrick Brankin, Village Attorney, and Trustee Joanne Johnson. Commissioners Patel and Yang were absent.

**APPROVAL OF MINUTES**

Commissioner Hughes made a motion to approve the minutes of July 21, 2022. Second by Commissioner Scott. Motion approved by unanimous voice vote.

**NEW BUSINESS**

Discussion of the Ethics Commission work. Commissioners Abella and Patel with the help of Village Manager Bragg and Village Attorney Brankin have created an outline at the request of this commission. Goal: Commission to be a resource to other commissions.

1. Educating Boards, Committees, and Commissions
2. Review of Procurement and Other Policies
3. Review of annual local ethics disclosures for compliance with the Village code.

Details are set forth in a document provided to Commission Members.

Highlights include an Initial presentation to Board in August 2022 for Review and Approval. Upon Approval, Fall 2022 Initial Training for Current Appointees. June/July 2023 Annual Training for all current and new Appointees.

Estimated allocated costs are \$6000 (Educating Boards, Committees, and Commission), \$600 (Review of Procurement Policies), and \$2300 (Review of Local Ethics Disclosures).

For initiative 1. Commission discussed providing the session at the regularly scheduled meetings of certain boards and committees and then providing a general meeting for those who miss their regular meeting or will be provided an online version.

For initiative 2. Brett Robinson, the Village procurement officer, would provide a review of the current policies during the first year and then would review the changes in subsequent years.

For initiative 3. Commission would recommend reviewing the efficacy of the local reporting requirements vs. County reporting requirements with a recommendation to the Village Board.

Commissioner Scott motioned to approve the outline as presented. Second by Commissioner Hughes. Motion approved by unanimous voice vote.

Will be scheduled for the August 15, 2022, Village Board meeting.

The commission set its next meeting date to occur on Wednesday, August 24, 2022, at 7:00 PM.

**QUESTIONS FROM THE AUDIENCE**

No members of the public were in attendance.

**ADJOURNMENT**

Moved by Commissioner Hughes seconded by Commissioner Abella , to adjourn the meeting. Upon voice vote, the vote was unanimous.

Motion declared carried.

The meeting was adjourned at 7:43 P.M.

A handwritten signature in black ink, appearing to read "Lenna Scott", written over a horizontal line.

Lenna Scott, Secretary of the Commission

APPROVED BY ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2022

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Chair, Ethics Commission