

**MINUTES OF THE REGULAR MEETING OF THE ETHICS COMMISSION OF THE VILLAGE OF  
BUFFALO GROVE HELD VIA AUDIO/VIDEO CONFERENCING  
APRIL 5, 2022**

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**CALL TO ORDER**

Chair Rybarczyk called the meeting to order at 7:02 P.M. This meeting was held at Village Hall, 50 Raupp Boulevard, Buffalo Grove

**ROLL CALL**

Roll call indicated the following present: Chair Rybarczyk, Commissioners Scott, Patel, Abella. Commissioner Yang was absent. Also present were Dane Bragg, Village Manager, Patrick Brankin, Village Attorney, and Trustee Greg Pike.

**APPROVAL OF MINUTES**

Chair Rybarczyk made a motion to approve. Second by Commissioner Patel.  
Motion approved by unanimous voice vote.

**NEW BUSINESS**

Village Manager Dane Bragg reported that there were two candidates who have applied for the vacant position on the Ethics committee. Chair Rybarczyk and Trustee Greg Pike will interview candidates and make a recommendation to the Village President.

Village Manager provided updates on matters regarding the Ethics Commission that have been discussed by the Village Board. They include:

1. Educating other boards, committees and commissions, staff, and vendors on the State Officials and Employees Ethics Act requirements and avoiding potential infractions;
2. Periodic review of procurement and other policies for ethical conduct requirements, make recommendations to the Village Board regarding same; and
3. Review of annual local ethics disclosures for compliance with Village code.

The Village Board has requested guidance on the work plan and an estimate of the cost that may be impacted by an expansion of the commission's duties. The commission had a discussion on what this might involve.

The Village Board is discussing the filings required by the State and County and may be looking to the Ethics Commission to assist with reviewing this process.

It was suggested that Commission Abella, Commissioner Patel, Village Manager Bragg, and Village Attorney Brankin meet separately to work out the framework of a work plan and return to the committee with details. If other commissioners have specific ideas or questions, they are encouraged to send them to Village Manager Bragg. The commission members agreed.

The commission set its next meeting date to occur on May 17, 2022, at 7:00 PM.

**QUESTIONS FROM THE AUDIENCE**

No members of the public were in attendance.

**ADJOURNMENT**

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

Motion declared carried.

The meeting was adjourned at 7:39 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