

Minutes

Litchfield Board of Ethics

Wednesday, 24 April 2013

Time: 19:00
Location: Litchfield Firehouse

Present: Meredith Blake
Frank Gorman
Avery Jenkins
Peter Losee
David Luzi
William Neller
David Pavlick
Margaret Perusse
J. Bryan Simmons

1. Call to Order: The meeting was called to order by Mr. Simmons at 19:01.
2. Quorum: Seven members of the Board were present at the start of the meeting, and the two remaining members of the Board joined the meeting at 19:03.
3. Reading and approval of minutes: Upon a motion made by Mr. Gorman, seconded by Mr. Losee, the minutes of the 17 April Board meeting were unanimously approved.
4. Public Correspondence: Mr. Simmons noted that one item of correspondence had been received that related to an earlier discussion and this would be distributed and reviewed during a subsequent portion of the meeting.
5. Executive Session: Upon a motion by Mr. Neller, seconded by Mr. Losee, the Board unanimously agreed to go into executive session.
6. Opportunities for process improvement: There was a brief discussion for opportunities for process improvement and it was concluded that, at this point, there were no specific changes necessary to the Board's Policies and Procedures.
7. Adjournment: Upon a motion made by Mr. Losee, seconded by Mr. Gorman, the Board agreed unanimously to adjourn the meeting.

Respectfully submitted by:

Avery L. Jenkins
Secretary