

St. Mary's County Ethics Commission

St. Mary's County Governmental Center

Minutes of: January 7, 2008

Members present: George E. Baroniak, Chair

Joseph B. Bush, Vice Chair

Warren Kunz, Member

Arthur F. Goeller, member

Robert W. Denning, Alternate Member

Call to order:

- The meeting was called to order by George Baroniak at 2:00 p.m.

Announcements:

- The next meeting will be held on January 28, 2008.

Review/approval of minutes:

- Minutes of December 17, 2007. Mr. Bush made the motion to accept the minutes as revised by the correction of a typo and was seconded by Mr. Denning.

Unfinished Business:

- The approved letter to Rev Morris, concerning Leah's House was discussed. Mr. Kunz had revised the letter with the member's comments. Members approved the letter and it was sent to Ms. Holder for format and signature. The letter was mailed to Rev Morris.
- The letter to Ms. Chesser, the County Attorney, and Commissioner Jarboe was approved. The letter was sent to Ms. Holder for format and signature. The letter was hand delivered to the County Attorney's office.
- The Changes to the Financial Disclosure form were updated by Susan Wolf and copies sent to out to all persons required to file Financial Disclosures. The revised Financial Disclosure form was also delivered to the County Public Information Office for inclusion into the Ethics Commission web site. The work of Susan Wolf was recognized as allowing the Financial Disclosure forms to be sent on time. The revised Financial Disclosure form was put on disk and will be provide to the new secretary for next years submission. The updated list of

persons required to file was also updated by Ms. Wolf and will be used to check off submissions.

New Business:

· The announcement for the Ethics Commission Executive Secretary closed on 26 December 2007. The position would be filled by the next meeting. Mr. Kunz asked how the hours for a secretary were calculated, as this was a part time position. The response was that the average hours over the past meetings and work load was used to estimate the position hours by HR. Work hours were increased when the Financial Disclosure Statements were submitted. The total yearly hours could be estimated by the past Executive Secretary work hours. The Ethics Commission budget is determined by this formula.

· Mr. Goeller asked if any information concerning the issue of non-profits was available from the County Commissioners, as they had established a study group to address the issue of non-profits. It was reported that no information was available as the study group had not made any determinations or submissions as of this date.

Financial Disclosure Statements:

· Several 2008 Financial Disclosure statements were reviewed. This was in response to the work Ms. Wolf accomplished, and the bulk of statements would be at the next meeting, 28 January 2008.

Public Comment:

· None.

Adjournment:

· The St. Mary's County Ethics Commission was adjourned at 2:22p.m.