



**City of Salisbury**  
**ETHICS COMMISSION**  
**MEETING MINUTES**  
**July 8, 2022**

**Commission Members Present**

Dr. Neill Carey, *Chairperson*  
Dr. Francis Kane  
Dr. Paula Turner  
Anthony Sarbanes

**In Attendance**

Kim Nichols, *City Clerk*  
Jessie Turner, *Mayor's Office*

**The Ethics Commission met at 10:00 a.m. in Conference Room #306 of the GOB**

**The Ethics Commission meeting was called to order at 10:03 am by Dr. Kane.**

**Review of Financial Disclosure Forms**

The Ethics Commission reviewed the completed Financial Disclosure Forms.

Kim Nichols indicated that there were four potential conflicts and that eight forms were not returned. The committee discussed what course of action to take when forms are not returned in a timely manner. They reviewed a "delinquent disclosure forms" letter prepared by a City attorney. It was decided that in the case of these four forms the course of action will be to contact the City Staff Liaison of Boards or Commissions of which the individuals are a part, then contact the Ethics Committee Chair, and then send the letter. Dr. Kane motioned this be the decision made regarding the delinquent forms, Dr. Carey seconded the motion, and it was agreed by all that the letter would be sent to those with delinquent disclosure forms.

The four financial disclosure forms that contained possible conflicts were reviewed by the committee. Following the review, Mr. Sarbanes motioned to accept the financial disclosure forms, Dr. Turner seconded the motion, and the committee agreed to accept all financial disclosure forms as they were submitted.

Financial disclosure forms from City Council and the Mayor were reviewed. Dr. Kane motioned to accept Council and Mayoral returns, it was seconded by Dr. Turner, and approved by a unanimous vote.

**Next Commission Meeting**

The next Ethics Commission meeting has not been scheduled at this time but will be held on an as-needed basis.

On a motion by Dr. Carey, seconded by Mr. Sarbanes, and approved by all members of the committee, the Ethics meeting was adjourned at 10:40 am.

**Minutes Recorded By:** Jessie Turner, *Mayor's Office*