

**DRAFT MINUTES
LANSING CITY BOARD OF ETHICS
REGULAR MEETING
January 14, 2025, 5:30 PM**

Reo Elections Office
1221 Reo Rd Lansing

The meeting was called to order at 5:30 p.m.

MEMBERS PRESENT:

Jim DeLine, Chairperson
Keith Kris, Vice Chairperson
R Cole Bouck,
John Folkers
Jim Cavanagh
Louise Alderson
Rachelle Franklin

ABSENT: Janielle Houston, Excused

A QUORUM WAS PRESENT

OTHERS PRESENT:

Brian P Jackson, City Clerk's Office
Joe Abood, City Attorney's Office
Katherine Nichols-Leindecker, City Attorney's Office

PUBLIC COMMENT:

There was no public comment

APPROVAL OF AGENDA:

Moved by Keith Kris to approve the agenda as submitted.

MOTION CARRIED

SECRETARY'S REPORT:

Approval of Minutes

Moved by Cole Bouck to approve the Minutes of November 12, 2024 with edits.

Notified that the City Clerk's Elections Office will be moving to 701 West Jolly Road sometime in 2025.

Reminded of the annual completion of the City of Lansing [Boards and Commission's Ethics Training video](#).

MOTION CARRIED

NEW BUSINESS:

1. Affidavit of Disclosure, Jason Davis, Lansing Police Department

Moved by Cole Bouck to place Affidavit of Disclosure on file having found no violation of the Ethics Ordinance or other issues to further debate or discuss at this time.

CITY ATTORNEY'S REPORT:

Deferred report until Unfinished Business agenda items are discussed.

CHAIR'S REPORT: None.

TABLED ITEMS: None.

UNFINISHED BUSINESS:

[Rules of Procedure Review](#)

Multiple edits were recommended to be made to the Rules of Procedure that were documented by the Chief Deputy Clerk.

While many were of typographical, the recommendations that impacted policy are as follow:

- Clarification that the Secretary is not elected but designated by the Rules of the City Clerk as an ex officio member.
- Clarification that all ex officio members are non-voting members, which is past practice.
- Board operations will follow Robert's Rules of Order instead of Mason's.
- The Law Department will provide suggested language to clarify the recusal process in Item 7.

[Ethics Manual Review](#)

The Board wanted a recommendation sent to the Mayor to add a new cover page to the Ethics Manual.

Deputy Clerk Jackson shared that pages 10-27 were reprinted copies of the Ethics Ordinance and the Lansing City Charter Chapter 5.

Chairperson DeLine asked for any additional editing recommendations to be brought to the February meeting.

ADJOURNED 6:34 p.m.