

**Atkinson Conflict of Interest Committee**  
**Meeting Minutes**  
**August 29, 2023 5:00 PM**  
**Kimball Library**  
**Approved**

1. Call to order and attendance at 5:33p.m.

Present : Laura Flieder, Chair

Kay Galloway, Vice Chair

Julie Marshall, Member

2. Approval of prior meeting minutes May 31st Public session

3. Follow up:

a) COI Ordinance Section 1 (d) COMPENSATION

b) COI Ordinance Section 2 (a) VACANCIES

We delayed a vote on the prior agenda items until Secretary Hooper was present with last meeting's minutes.

4. Working Session – work on documentation of internal procedures and process for Petition hearings and outcomes. Kay to research how the Timberlane Teachers Association handles the topic.
5. Mail was distributed to present members.
6. New Rules regarding sealing minutes. The Chair made a motion to keep our records sealed for ten years until reviewed by the Committee, whichever comes first. Kay Galloway seconded it. Roll call vote. Passed unanimously.
7. Next meeting scheduled for 9/27 at 5:15p.m.
8. Adjournment 6:22p.m.

Respectfully Submitted by Laura Flieder.