

City of Hyattsville Ethics Commission
Tuesday, October 18, 2022 5:00 p.m.
VIRTUAL MEETING MINUTES

In attendance: Mark Graham, Michael Horlick (chair), T. Carter Ross. Staff: Laura Reams. Regrets: Nate Groenendyk, Nicola Konigkramer, David Sip.

1. A quorum was noted and the meeting called to order at 5:01 p.m. by Chair Michael Horlick
2. Minutes for the meetings of September 27, 2022, were approved on a voice vote.
3. **Update on Annual Reports**
Clerk Reams noted that no new filings have been received since the previous meeting.
4. **Election After Action Review**
 - Ross noted the need remains to revise the cover sheet to remove confusion about reporting loans and in-kind contributions. He offered to revise the form (partially by reviewing the state reporting form). Chair Horlick offered to support the revision effort.
 - Clerk Reams asked for feedback on how helpful the candidate training sessions are or if there are improvements that could be made. Graham noted he was impressed with the training and felt it was not too much, but noted the process is complicated. Ross suggested that a bullet-point list of most common errors be provided with the campaign finance reporting forms. Chair Horlick suggested reviewing past correspondence to help identify the top five or so errors where the committee regularly seeks clarification or amendment.
 - Graham noted that there had been questions about the types of bank accounts that candidates needed to use. Ross suggested the training specify that the goal is to ensure that campaign funds aren't intermingled with personal or business funds. A special political account isn't required; a personal account is acceptable.
5. **Annual Ethics Reporting to the State of Maryland**
Clerk Reams reviewed the purpose of the form, which is to ensure the city is in compliance with the state ethics law as it applies to municipalities. Clerk Reams also noted that the city's attorney has noted that some state-mandated amendments to the city's ethics code will be required, and the specifics will be forthcoming and do not impact this year's certification. The commission affirmed that the city is in compliance and Chair Horlick will sign the form.
6. **New Business**
Absent an unanticipated need, the next Ethics Commission meeting will be held at 5 pm on November 29, 2022, to review third/final campaign finance reports from the 2022 Ward 2 Special Election, along with any other business that comes before the committee.
7. **Adjournment**
There being no further business, Chairman Horlick adjourned the meeting at 5:27 p.m. on a voice vote.