

The regular meeting of the West Seneca Ethics Board was called to order by Vice Chairperson Leonard at 6:05 PM.

ROLL CALL

Present: Kayla Leonard, Vice Chairperson

Theresa Funk

Maggie Mackert

Anna Parkes

Absent: Braedan Gillman (Excused)

Michael Mingo, Deputy Town Attorney

Councilmember Robert Breidenstein, Town Board Liaison

APPROVAL OF MINUTES

Motion by Vice Chairperson Leonard, seconded by Ms. Funk, to approve the Ethics Board meeting minutes from January 14, 2026.

Ayes: All

Noes: None

Abstain: None

Motion: Carried

COMMUNICATIONS

- Welcoming Michael Mingo, Deputy Town Attorney

Secretary Fincel, with Vice Chairperson Leonard, will notify Mr. Mingo via email about this year's Ethics Board meeting dates. Vice Chairperson Leonard reported that Mr. Mingo serves as the Ethics Board legal liaison for any legal questions that may arise.

- Roll book signatures

Vice Chairperson Leonard reported that the Town Clerk has advised all Ethics Board members to sign the roll book maintained in the Town Clerk's Office. Vice Chairperson Leonard will contact Town Clerk Kate Newton to arrange a convenient method for obtaining all members' signatures, including the possibility of having the roll book brought to the next Ethics Board meeting.

- Election of Chairperson and Vice Chairperson

Motion by Ms. Funk, seconded by Ms. Mackert, to nominate Vice Chairperson Leonard as chairperson of the Ethics Board.

Ayes: Ms. Mackert, Ms. Funk, Ms. Parkes

Noes: None

Abstain: Vice Chairperson Leonard

Motion: Carried

Motion by Ms. Funk, seconded by Chairperson Leonard, to nominate Ms. Parkes as Vice Chairperson to the Ethics Board.

Ayes: Chairperson Leonard, Ms. Funk, Ms. Mackert

Noes: None

Abstain: Ms. Parkes

Motion: Carried

PUBLIC COMMENT

None.

EXECUTIVE SESSION

Motion by Vice Chairperson Leonard, seconded by Ms. Funk to enter into executive session at 6:11 PM to review disclosure forms as they pertain to past employment history, future employment plans, employment history of a corporation or limited liability company, and/or matters that may lead to the employment, demotion, discipline, suspension, dismissal, or removal of a particular person or business entity.

Ayes: All

Noes: None

Abstain: None

Motion: Carried

Motion by Chairperson Leonard, seconded by Vice Chairperson Parkes, to move out of executive session at 6:54 PM.

Ayes: All

Noes: None

Abstain: None

Motion: Carried

WEST SENECA COMMUNITY CENTER
1300 UNION ROAD
WEST SENECA, NY 14224

WEST SENECA ETHICS BOARD
MEETING MINUTES
FEBRUARY 11, 2026

ADJOURNMENT:

Motion by Chairperson Leonard, seconded by Vice Chairperson Parkes, to adjourn the meeting at 6:54 PM.

Ayes: All

Noes: None

Abstain: None

Motion: Carried

Respectfully submitted by Matthew Fincel

Secretary to the Ethics Board

A handwritten signature in black ink that reads "Matthew J. Fincel". The signature is written in a cursive style with a large, stylized "M" and "F".