

CALL TO ORDER

The regular meeting of the West Seneca Ethics Board was called to order by Chairperson Leonard at 6:02 PM.

ROLL CALL

Present: Kayla Leonard, Chairperson
Anna Parkes, Vice Chairperson
Braedan Gillman
Theresa Funk
Maggie Mackert
Michael Mingo, Deputy Town Attorney

Absent: Councilmember Robert Breidenstein, Town Board Liaison (Excused)

APPROVAL OF MINUTES

Motion by Chairperson Leonard, seconded by Vice Chairperson Parkes, to approve the Ethics Board meeting minutes from March 11, 2026.

Ayes: All Noes: None Abstain: None Motion: Carried

COMMUNICATIONS

- Roll Book Signatures Follow-Up

Chairperson Leonard reported that the Clerk's Office requires Ethics Board members to sign the roll book and noted that normal business hours pose logistical challenges for volunteer board members. Chairperson Leonard stated she emailed Town Board Liaison Councilmember Breidenstein to seek Town Board approval for a staff member to bring the roll book to a future Ethics Board meeting for signatures and she will follow up with Councilmember Breidenstein to determine a plan.

- Ethics Board Contact Information Accessibility

Chairperson Leonard reported that members of the community indicated difficulty locating Ethics Board contact information on the Town website, particularly via mobile browsers. Chairperson Leonard stated she will relay the concern to Town Board Liaison Councilmember Breidenstein and request that the Town's web services ensure the Ethics Board email address is readily accessible.

PUBLIC COMMENT

No members of the public were present.

EXECUTIVE SESSION

Motion by Vice Chairperson Leonard, seconded by Vice Chairperson Parkes to enter into executive session at 6:09 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 6:57 PM.

Ayes: All Noes: None Abstain: None Motion: Carried

ADJOURNMENT:

Motion by Chairperson Leonard, seconded by Ms. Funk, to adjourn the meeting at 6:57 PM.

Ayes: All Noes: None Abstain: None Motion: Carried

Respectfully submitted by Matthew Fincel
Secretary to the Ethics Board

