

**SPECIAL MEETING MINUTES****MARCH 5, 2021****MINUTES**

The meeting was called to order by Chairman Ed Ryder at 3:05 p.m. Present were Mr. Dennis Pavella, Mrs. Janet Carson, Mrs. Joan Windnagel, Director Pete Zeigler and Deputy Director Michelle Lane.

Mrs. Windnagel and Mrs. Carson informed the Board they were sworn in and paper work filed.

Mrs. Carson moved to appoint Dennis Pavella Temporary Chairman. Mrs. Windnagel seconded the motion. All voted: AYE.

Mrs. Carson asked if anyone is interested in going into executive session. The Board felt it not necessary as members of Public were not in attendance. Mrs. Carson moved to appoint Scott Daisher as Director. Mrs. Windnagel seconded the motion. Mrs. Carson moved to close the nominations. All voted: AYE. Mrs. Carson amended her motion to include a salary of \$68,000.00 for Mr. Daisher. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Ryder reminded the Board that as a Director, Mr. Daisher is required to move to Geauga County.

Mr. Pavella stated the next order of business was to appoint a Deputy Director. Mrs. Windnagel moved to appoint Michelle Lane as Deputy Director at a salary of \$65,000.00 per the recommendation of Mrs. Carson for \$65,000.00. Mr. Pavella moved to close the nominations. Mrs. Windnagel seconded the motion. All voted: AYE. The Board voted to appoint Mrs. Lane, Deputy Director of the Geauga County Board of Elections. All voted: AYE.

Mr. Pavella then asked for a motion to appoint a Chairman for the Board. Mrs. Carson moved to appoint Joan Windnagel Chairman of the Geauga County Board of Elections. Mr. Pavella stated the motion did not need a second. Mr. Pavella moved to close the nominations. Mrs. Windnagel seconded the motion. All voted: AYE. The Board voted to appoint Mrs. Windnagel as Chairman of the Geauga County Board of Elections. All voted: AYE.

Mrs. Windnagel moved to retain Catherine Hall Gillette at a salary of \$42,200.00. Mrs. Carson seconded the motion. All voted: AYE.

Mr. Pavella moved to retain Nora McGinnis at a salary of \$48,000.00. Mr. Ryder seconded the motion. All voted: AYE.

Mrs. Windnagel made a motion to not reappoint Nancy McArthur as an employee. Mrs. Carson seconded the motion. Mrs. Windnagel, Yes; Mr. Pavella, Yes; Mrs. Carson, Yes; and Mr. Ryder, No.

Mrs. Windnagel stated that all raises will take effect March 7, 2021.

Janet Carson recommended the Board bring in part-time staff to help and also to see if any individual is qualified and/or interested in full time positions.

Scott Daisher as the newly appointed Director was brought into the Meeting. Mr. Ryder reminded Mr. Daisher that he is required to move to Geauga County.

Correspondence - The Board was made aware of a letter received from Mr. Claypool. Mr. Ryder was asked for notification and copies if any more similar letters are received.

Minutes - Mr. Ryder moved to approve the Board Minutes from the January 21, 2021 Regular Meeting. Mr. Pavella seconded the motion. All voted: AYE. Mr. Ryder moved to approve the Board Minutes from the February 18, 2021 Regular Meeting. Mr. Pavella seconded the motion. All voted: AYE.

Mrs. Windnagel requested that Scott Daisher explain a one sided Ballot. Mr. Daisher said it would be blank on the back, look different then in the past, but would save costs. Deputy Director Lane stated that the Board is waiting for Ballot quotes.

Director Daisher informed the Board that the one Newbury voter will be notified to vote at Adam Hall. A letter will be sent. Letters to all Madison Local School District voters will be sent to notify that Election Day voting will take place in Madison at South Elementary, 92 E. Main St., Madison Village.

Mrs. Windnagel recognized Mr. Zeigler. Mr. Zeigler wanted to clarify that the Director, Deputy Director and then the Chair (In the absence of the Director) are the only people authorized to speak to the media and that should apply to contacting the Prosecutor also.

Mrs. Carson moved that the Director, Deputy Director and then the Chair (in the absence of the Director) are the only people authorized to speak to the media and that should apply to contacting the Prosecutor also. Mrs. Windnagel seconded the motion. All voted: AYE.

Mrs. Windnagel discussed a fifty cent per hour pay increase for part-time/seasonal staff. The Election Night Workers should receive a pay raise including the Hambden Fire Department Cadets. The Board agreed for further discussion at their next meeting.

Former Director's Report - Mr. Zeigler offered heartfelt thanks for his opportunity to have been the Director in Geauga County. He felt he was leaving the office in good hands. The Board wished him the best in his new responsibilities, and Mr. Ryder asked Scott to keep the same office atmosphere created by Pete.

Mr. Daisher thanked the Board for the opportunity to be the Director.

Deputy Director's Report – Deputy Director Lane stated besides regular duties she and Mr. Daisher attended an ADP Meeting due to some concerns regarding the new County Administration Building. There is no whole building generator and the sprinkler system is water based. She also mentioned the new email for filing of Questions and Issues is now complete and working.

Mrs. Carson voiced concern about the new Administration Building. She asked if the Board could have a meeting with the Commissioners and Mr. Morgan, or attend the Commissioner's meeting when the new Administration Building is on the Agenda.

Mrs. Carson mentioned she could not get her .gov email to work. Mr. Ryder suggested having Zach Hupp from Geauga County IT Department help anyone having trouble. Director Daisher will notify the IT Department.

Chairman Windnagel administered the Oath to the Director and Deputy Director, and all Secretary of State Forms were signed and sent to the Secretary of State.

At 4:00 p.m., Mrs. McArthur was requested by the Board to attend the meeting. Chairman Windnagel stated Mrs. McArthur was not being reappointed. Mrs. McArthur's termination was effective immediately. Mrs. McArthur was thanked for her service.

Employees, Mrs. McGinnis and Mrs. Gillette were requested to join the meeting and informed of their reappointment and subsequent pay raises. The Director, Scott Daisher administered the Oath to Mrs. McGinnis and Mrs. Gillette, employees.

Mr. Pavella made a motion to adjourn the meeting at 4:08 p.m. Mrs. Windnagel seconded the motion. All voted: AYE.

The next meeting is scheduled for: March 18 2021.