

REGULAR MEETING

October 20, 2022

MINUTES

The meeting was called to order by Chairman Dennis Pavella at 11:03 a.m. Present were Joan Windnagel, Ed Ryder, Director Michelle Lane, Deputy Director Nora McGinnis, and Office Administrator Scott Daisher. Guests attending in person were Linda Retych and Christen Hall. Guests attending via Teams were Shelly Lewis and Nancy McArthur. Absent was Board Member Janet Carson.

Mr. Ryder made a motion to approve the August 15, 2022, Board Meeting Minutes as presented. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Ryder made a motion to approve the September 21, 2022, Board Meeting Minutes as presented. Mrs. Windnagel seconded the motion. All voted: AYE.

Mrs. McGinnis reviewed the list of bills to approve. Mr Ryder made a motion to pay the following bills as presented by Mrs. McGinnis. Mrs. Windnagel seconded the motion. All voted: AYE.

Geauga County Maple Leaf	\$100.00
Geauga County Maple Leaf	\$170.00
KMI Printing	\$1,422.54
BlueSpark	\$6,600.00
BlueSpark	\$6,653.06
Quadient	\$377.77
Quill	\$141.90
Quill	\$120.02
Quill	\$601.61
Quill	\$62.01
Quill	\$365.84
Quill	\$241.13
Blue Technologies	\$266.87
Blue Technologies	\$101.90
Knowink	\$4,375.00
NovaVision	\$374.00
Triad	\$1,087.00
ES&S	\$1,433.47
Youngstown Letter Shop	\$19,636.02
Sunrise Springs Water Co	\$50.70

The ADP update was moved down in the agenda since no one from the ADP Department was present at the time.

The 2023 OAEO Winter Conference was discussed. Reviewing the preliminary agenda, it was decided that it would be beneficial for the entire staff to attend, as well as the Director, Deputy Director, and Board Members. Mrs. Windnagel made a motion to send the staff, Director, Deputy Director, and Board Members to the OAEO Winter conference and to include reimbursement for mileage, meals, hotel stay, and incidentals. Mr. Ryder seconded the motion. All voted: AYE.

Dates for the official canvass were considered. The official canvass can start no earlier than November 19, 2022. It must begin by November 23, 2022, and the official canvass must be completed by November 29, 2022. The Board is considering November 23, 2022, or November 28, 2022, for official certification. A possible date for the Public Test is November 21, 2022. The dates will be decided at the next board meeting.

Director Lane asked the Board about time off for the staff during the holiday season. Following the County calendar, the Christmas holiday will be observed Monday, December 26, 2022, and the New Year holiday will be observed Monday, January 2, 2023. Mrs. Windnagel made a motion to allow the office to close and give the staff and Director and Deputy Director the four days off between Christmas and New Year if all employees agree to use comp or vacation time for those four days. Mr. Pavella seconded the motion. All voted: AYE.

Mrs. Windnagel made a motion at 11:32 a.m. to go into Executive Session per the ORC Section 121.22 (G) (3) to conference with the Board's legal counsel, Corey Colombo, concerning pending litigation and to include Director Lane, Deputy Director McGinnis, and Mr. Scott Daisher. Mr. Pavella seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Windnagel, Yes; Mr. Ryder, Yes; Mr. Pavella, Yes.

Mrs. Windnagel made a motion to leave Executive Session at 1:32 p.m. Mr. Pavella seconded the motion. The roll call vote was taken by Deputy Director McGinnis: Mrs. Windnagel, Yes; Mr. Ryder, Yes; Mr. Pavella, Yes.

Mr. Ryder made a motion to request appropriations from the Board of County Commissioners of Geauga County for \$11,875.00 for the legal fees to be paid to McTigue & Colombo LLC for the invoice amounts that were submitted to the Board of Elections for legal work completed between August 1, 2022, and September 30, 2022, pursuant to the application of appointment of counsel due to the Prosecutor having a conflict in Case No. 22 Misc 5, and to authorize McTigue & Colombo LLC or the Board Director to submit the appropriation request and redacted copies of the invoice entries to the Board of County Commissioners on behalf of the Board of Elections. Mr. Pavella seconded the motion. All voted: AYE.

Director Lane reported that she has been working on the security grant refund to the Secretary of State. Mrs. Lane continues to work on public records requests. She is also contacting marshals for the November 8, 2022, Election and updating documents for the polling locations. Director Lane attended CORSA training with the Deputy Director.

Deputy Director McGinnis reported that she has been assisting Director Lane with the security grant spreadsheet. She is also helping with early voting, absentee applications, and ballot processing and is contacting her marshals for Election Day. Mrs. McGinnis attended CORSA training with the Director.

Mr. Ryder made a motion to adjourn the meeting at 2:04 p.m. Mrs. Windnagel seconded the motion. All voted: AYE.

Next meeting: Election Day, November 8, 2022.