

SPECIAL MEETING

May 2, 2023, Election Day

MINUTES

The meeting was called to order by Chairman Dennis Pavella at 6:15 a.m. Present were Board Members Joan Windnagel and Nancy McArthur, Director Michelle Lane, and Deputy Director Nora McGinnis. Attending via Teams for the morning segment was Sharon Gingerich. Board Member Janet Carson was absent.

Mrs. Windnagel made a motion to open the polls at 6:30 a.m. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

Mrs. Windnagel made a motion to approve the April 20, 2023, Board Meeting Minutes as presented. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

Deputy Director McGinnis reviewed the list of bills to approve:

Sunrise Springs	\$37.00
Quill	\$40.87
Quill	\$43.52
Quill	\$397.01
Geauga County Maple Leaf	\$125.00
Geauga County Maple Leaf	\$159.25
Geauga County Maple Leaf	\$159.25
Geauga County Maple Leaf	\$112.85
Geauga County Maple Leaf	\$236.60
Sue Stevenson	\$27.51
Dan Craig	\$36.03
Auburn Township	\$175.00
Blue Technologies	\$281.16

Mrs. Windnagel made a motion to pay the bills as presented by Mrs. McGinnis. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

It was determined that no ballots needed to be remade. There were no over votes or blank ballots.

One insufficient absentee ballot envelope was reviewed by the Board. The voter has until Saturday, May 6, 2023 to cure their absentee ballot envelope.

Processing provisional ballot envelopes by staff was discussed. Mrs. Windnagel made a motion to allow staff to review the validity of provisional ballot envelopes. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

Dates for the Official Canvass, public test, and post-election audit were considered. The Board members decided to have the Official Canvass on the date of the next regular board meeting, Thursday, May 18, 2023, at 9:00 a.m. The public test will be held Monday, May 15, 2023, at 10:00 a.m. A post-election audit is not required for the May 2, 2023, Election.

No executive session was held due to no updates from legal counsel.

Director Report – Director Lane will be submitting the required documents to the Secretary of State for the Voting Equipment Acquisition Program (VEAP) after receiving approval from Kristen Rine, Assistant Prosecuting Attorney. The Resolution and Contract should be approved later today by the County Commissioners and James Flaiz, Prosecuting Attorney. Mrs. Lane continues to work on current public records requests and is starting to prepare the budget worksheet for the 2024 annual budget. She has also been preparing for the May 2, 2023, Special Election and held Marshal training with Deputy Director McGinnis.

Deputy Director Report - Deputy Director McGinnis is assisting Director Lane with the VEAP submissions and the 2024 budget worksheet. She is also responding to public records requests, paying the monthly bills, and preparing meeting minutes. Mrs. McGinnis worked with Director Lane in preparing for the May 2, 2023, Special Election and Marshal training.

The Board will return at 7:00 p.m. to complete any other business necessary and to certify the Unofficial Canvass.

The Board returned at 7:00 p.m. Mrs. Windnagel made a motion to close the polls at 7:30 p.m. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

There was no other business necessary to legally complete the Unofficial Canvass.

Mrs. Windnagel made a motion to certify the Unofficial Canvass. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

Mrs. Windnagel made a motion to allow the staff to come in at 9:00 a.m. the next morning and get paid for the full day. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

Mrs. Windnagel made a motion to adjourn the meeting at 9:29 p.m. Mrs. McArthur seconded the motion. All voted: AYE. Motion carried.

Next meeting: Special/Mediation May 8, 2023, 9:50 a.m.