

REGULAR MEETING

July 20, 2023

MINUTES

The meeting was called to order by Chairman Dennis Pavella at 9:03 a.m. Present were Board Members Janet Carson, Joan Windnagel and Nancy McArthur, Director Michelle Lane, and Deputy Director Nora McGinnis. Guests attending in person were Sharon Madger and Shelly Lewis. Attending via Teams were Charles Walder, County Auditor, and ShoMore DeNiro, Regional Liaison for the Secretary of State.

Mrs. McArthur made a motion to approve the June 29, 2023, Board Meeting Minutes as presented. Mrs. Windnagel seconded the motion. AYES, Mr. Pavella, Mrs. McArthur, Mrs. Windnagel. Abstain, Mrs. Carson. Motion carried.

Mrs. McArthur made a motion to approve the July 7, 2023, Board Meeting Minutes as presented. Mrs. Carson seconded the motion. All voted: AYE. Motion carried.

Deputy Director McGinnis reviewed the list of bills to approve:

Sunrise Springs	\$20.00
KMI Printing	\$173.63
KMI Printing	\$1,159.57
KMI Printing	\$187.77
KMI Printing	\$202.84
KMI Printing	\$328.82
KMI Printing	\$307.50
KMI Printing	\$147.10
Catherine Hall Gillette	\$5.67
Joan Windnagel	\$667.62
Michelle Lane	\$530.79
Nora McGinnis	\$708.59
Nancy McArthur	\$864.26
Dennis Pavella	\$542.48
Janet Carson	\$781.50
ES&S	\$20,770.00
ES&S	\$2,500.00
Triad GSI	\$1,087.00
Triad GSI	\$1,846.90
Geauga County Maple Leaf	\$175.00
Geauga County Maple Leaf	\$90.00
Blue Technologies	\$157.10

Blue Technologies	\$260.71
Ohio SOS	\$780.00
BlueSpark	\$2,682.36
Quill	\$86.14
Quill	\$45.99
Quill	\$63.98
Quill	\$180.74
Quadiant	\$377.77
Quadiant	\$154.85
The News Herald	\$446.00
Sunrise Springs	\$92.00

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

Mrs. Carson suggested looking into an online subscription for The News Herald due to the large increase in price for the 6 month and annual printed subscriptions. Mrs. Lane stated we need the newspaper for hardcopies of election notices, proclamations, etc., but the News Herald will send a copy of the notices with their invoice. The office will inquire about an online subscription with access for multiple employees.

Mr. Charles Walder updated the Board on the new website developed by Company 119. The temporary bridge site has been replaced with the new and improved website which is up and running. Any changes and/or updates will still be done by Company 119 until the Board of Elections staff goes through training with Company 119. Mr. Walder encouraged the staff and Board Members to test out the new website and look for any changes, additions, and/or corrections. The website should have form and functionality. Changes will be made in an orderly fashion by Company 119 until control is handed over to the BOE staff. Mr. Walder suggested adding an email link to each Board Member's name so people can email them individually. Mrs. Carson stated that reporting for registration and absentee lists is cumbersome and asked if there was an easier way to produce reports off the website. Mr. Walder will talk to Scott Daisher and have him work with Frank Antenucci. Mrs. McArthur asked if the Board has been billed by Company 119 yet. Mr. Walder will find out and report back.

Director Lane stated that the Geauga County Board of Elections received \$99,248 from the Secretary of State to cover costs for the August 8, 2023, election. The absentee report was reviewed and showed a heavy turnout in the first week especially for an August election. The Board reviewed Directive 2023-13 regarding the Special Election Canvass Instructions. The official canvass can start August 19, 2023, and must start by August 23, 2023.

The 2023 Summer Conference was discussed. The Board agreed that the presenters were very good this year and the programs were better than past ones. The presenter for "Battling Emotional Exhaustion" was not prepared for BOE processes and the daily stress involved with putting on elections, specifically

the August 8, 2023, Special Election, which when announced, stunned all Boards of Elections. There were some negative comments related to the conference. It was unacceptable that internet was not available. Also, communication was limited – questions were answered but not enough time was left for comments from the audience. Additionally, as in previous years, there were not enough rooms reserved for everyone to stay at the same hotel. As a result, people were scattered at multiple hotels. The conference should be moved to a different venue.

Mrs. Lane stated that nine boxes of state petitions were delivered. The staff along with part-time employees put in extra hours and worked Saturday to check signatures. The petition on reproductive rights had 1,106 valid part-petitions and over 6,000 signatures to verify. The petition for the legalization of adult-use cannabis had 248 valid part-petitions and close to 1300 signatures to verify. The petitions need to be returned next week and the Board agreed that staff may drive the petitions down to Columbus for safe delivery.

Mrs. Lane gave an update on the NCOA process. There were 9,555 letters sent out. The letters were printed and folded by Triad and delivered to the BOE office. The letters were sent with pre-paid return envelopes. The majority of the letters that were returned so far are either undeliverable or confirmation of the voter's same address.

Director Report – Along with the previously discussed updates, Director Lane is very busy updating the NCOA returns on a daily basis. She has also contacted the Secretary of State's office to get updates on the Poll Pad funding that we should have received months ago. The money should be in the state's budget, but no word yet on when it will be distributed to counties. Mrs. Lane stated that Keith Cunningham of ES&S has been very accommodating. The Board does have money in the equipment fund if the state does not come through with the funding. Director Lane indicated that the office needs to lease a new postage machine prior to the next election. The current postage machine has broken down in the past because it is not meant to handle the quantity of mail items we put through, namely ballots. Mrs. Lane reported that the polling locations for Burton Village and Burton Township, Precincts A & C, have moved to Kent State University, Geauga Campus. She received a call from Mr. Fischbach requesting that the American Legion Post in Burton Village be used for a polling location. Mrs. Lane said it can be looked at for the November election.

Deputy Director Report – Deputy Director McGinnis organized the reimbursement vouchers from the summer conference and prepared the bills to be paid. She will be working with Director Lane on marshal training and organizing election day materials.

Mrs. McArthur made a motion to adjourn the meeting at 10:44 a.m. Mrs. Windnagel seconded the motion. All voted: AYE. Motion carried.

Next meeting: August 8, 2023, 6:15 a.m. (*Special Election*)