

ELECTION BOARD MEETING MINUTES

March 9, 2023

11:00 A.M.

Those in attendance: James Holland (Chairman), Mark Kevitt (Vice-Chairman), Peter King (Attorney), Shari J. Lentz (Secretary), Debra Settle (Voter Registration Administrator), and Taylor Seegraves (Elections Administrator)

Chairman, James Holland called the meeting to order.

The first order of business was to review the election board attorney contract. Mark Kevitt made a motion to reappoint Peter King as the Election Board Attorney. Shari J. Lentz seconded the motion. The motion passed unanimously.

The board reviewed the Memorandum of Understanding (MOU) for use of the NexusPark location. Mark Kevitt made a motion to approve the MOU and Shari J. Lentz seconded the motion. The motion passed unanimously and signed the MOU.

The board reviewed a complaint letter received on January 19th, 2023. The letter did not have a name attached therefore the board could not take action. The letter was forwarded to the County Auditor's Office for their review.

The board discussed campaign finance delinquent procedures. Adhering to state statute, the board decided by acclamation to initiate the following steps: a courtesy reminder letter will be sent out prior to the deadline, the afternoon of the deadline the party chairs will be given verbal notice of those delinquent, and a delinquency letter with a public hearing date will be sent immediately following the deadline. The board has also decided that it will not assess fines for those who turn in their reports prior to the hearing date.

The board discussed campaign finance disbanding procedures. Adhering to state statute, the board decided by acclamation to initiate the following steps: a letter will be sent with a public hearing date, a public hearing will be held, and a legal

notice will be published in the newspaper for those committees that have not filed a report in three years which also last reported cash on hand that does not exceed \$1,000.

James Holland designates Peter King and the Election's Office to form the campaign finance letters.

Shari J. Lentz advised the board with an update on the new machine cases being offered to the county at no expense. Discussion took place in regards to storage and transportation. The board reached a consensus to move forward with the new machine cases.

Taylor Seegraves verified with the board that the public test will be conducted on March 20, 2023 at 10:00 a.m.

The board reviewed and signed the CEB-40, Certificate of Ballot Agreement in a Vote Center County.

Shari J. Lentz presented the plan for the Election Day set-up as well as needed personnel.

With no further business to discuss, the meeting was adjourned by unanimous consent.