

Marion County Board of Elections

Board Meeting Minutes

October 20, 2021

I. Call to Order

Chair Todd Anderson called to order the regular meeting of the Board of Elections at 4:30 PM on October 20, 2021 the meeting was held in the Prospect Room in the Marion County Building.

II. Attendance

The following board members were present: Chair Todd Anderson, Chris Smith and Brandi Downs. The Director and Deputy Director were also present. Lynn Zucker was not present.

III. Approval of Meeting Minutes

September 20, 2021 – Regular Meeting

Ms. Smith made a motion to approve the meeting minutes. Mrs. Downs seconded the motion. The board voted unanimously to accept the motion.

IV. Finance Report

Monthly budgetary reports for September

The Deputy Director called the board's attention to the financial report sheet in their packet. Mrs. Downs made a motion to approve the financial report for October. Ms. Smith seconded the motion. The board voted unanimously to accept the motion.

2022 Budget

The Deputy Director explained that the Budget for 2022 is due to Commissioner's office on October 21, 2021. The estimated total for next year is \$784,066.16. There will be a Primary and General Election and possibly a Special in August. Mrs. Downs made a motion to approve the 2022 Budget. Ms. Smith seconded the motion. The board voted unanimously to accept the motion.

V. Payroll Report

The Director reviewed the payroll worksheet reports from the auditor's system (10/1 and 10/15). And also, the October Board Payroll. Ms. Smith moved to approve the payroll reports. Mrs. Downs seconded the motion. The board voted unanimously to accept the motion.

VI. Old Business

Campaign Finance Update

The Director stated the following:

- MCBDD and Friends of Tara Dyer are still at the Elections Commission. The Elections Commission is going to meet sometime in October. The Director and Deputy Director will have an update at the November meeting.
- The Director and Deputy Director mailed a letter to The Committee to Elect Jeff Ratliff. He is missing a few items. The letter stated has to be back in our office by November 3, 2021.

Record Retention

The county's record commission meeting will meet October 27, 2021.

VII. New Business

November General Election

- **Updated Poll Worker List**

The Director presented the 136 poll workers for the November 2021 General Election. The Director shared that we need 155 poll workers for the General Election.

- **Second Vote-Ballot and machine allocation**

The Director explained there is a change with a few of the numbers with the machine allocation. Ms. Smith made a motion to accept the machine allocation. Mrs. Downs seconded the motion. The board voted unanimously to accept the motion.

- The Director explained the second vote for the ballot allocation. There will be 5 election day ballots per precinct per split. There will be 5 provisional election day ballots per precinct per split. Mrs. Downs made a motion to accept the second vote on the ballot allocation. Ms. Smith seconded the motion. The board voted unanimously to accept the motion.

- **Conflict of Interest Policy**

The Director presented the Conflict of Interest Policy to the Board with corrections. Mrs. Downs made a motion to accept the policy. Ms. Smith seconded the motion. The board voted unanimously to accept the motion.

Office Updates

- The Director informed the board of the meeting with the Commissioner's about the Early Vote Center. A copy of the meeting minutes is in the Board Members folders.
- The Director and Deputy Director updated the petition check list. Going to keep having a candidate's class twice a year. Chair Todd Anderson requested a few changes to the petition check list.
- The Director and Deputy Director checked with Com Doc for the petition module, it would be \$645.00 a month. The Director mentioned that her and the Deputy Director would like to table the petition module.
- The Director shared a letter from the Commissioner's Office that they would rather our office use the Sheriff's Trailer and Truck. The truck and trailer will be moving voting equipment to Veterans Coliseum and Knight of Columbus. There will be two people of the opposite parties following the truck and an employee from the Sheriff's Department will be driving the truck. A person from our office of the opposite party will be riding in the truck with that person.

- The Director stated our office received the Robert Landon Resignation. Also, received the final opinion from the Crawford County Prosecutor's Office Matt Crall. Mr. Landon final day was October 18, 2021.
- The Director stated there is an issue with two received ballots. The voted ballots were put in the wrong envelopes and turned into the office. They are related and located in two different precincts and splits. The board agreed to soil and deface the ballots. And send them new ones or they could come into the office.
- The Director explained that a person running for school board is funding his own campaign. The board agreed the waiver didn't need to go on the website. But he still needs to file a DOT. His treasurer will need to keep all the records for that campaign.
- The Director asked the board if it is okay for the Director and Deputy Director to remake ballots. The Board agreed to let the Director and Deputy Director remake ballots.
- As of October 20, 2021, there has been 650 in person voters and over 600 mailed out.
- The Director shared that her and the Deputy Director went and spoke at the Prospect Candidates night.
- There are 4 observers that have filed in our office.
- The Director and Deputy Director would like to ask the board to go into executive session for office pay.
- There were a couple of people that stole our flags. They came from City Hall. The board suggested they contact the sheriff's department.

Additional Updates

The Director ask the board to go into executive session for staff salaries. The board took a vote to go into executive session. Brandi Downs-yes, Chris Smith-yes, and Todd Anderson-yes. The board went into executive session at 5:19pm. The Director and Deputy Director were asked to stay for executive session. The board came out of executive at 5:52pm. Brandi Downs-yes, Chris Smith-yes, and Todd Anderson-yes.

Ms. Smith made a motion to give Holly Ramey a two dollar an hour raise, provided she has a good review. The raise would go into effect on or around her 4-month mark November 6, 2021. Mrs. Downs seconded the motion. The board voted unanimously to accept the motion.

Dates

- Regular Board Meeting and Certification Meeting – November 22 at 4:30 pm
- Election Day – November 2 at 6:15 am
- Provisional and Outstanding Absentee Ballots – November 17 at 4:30pm
- Regular Board Meeting – December 15 at 4:30 pm

VIII. Adjournment

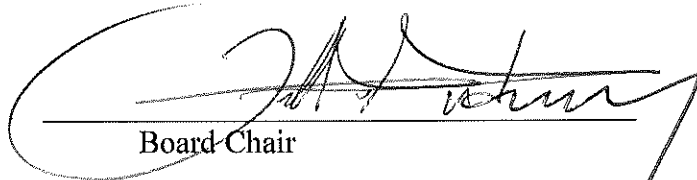
Ms. Smith moved to adjourn. Mrs. Downs seconded the motion. The board voted unanimously to adjourn at 5:54 PM on October 20, 2021.

Minutes submitted by: Jackie Fields

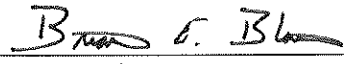
Minutes approved by:



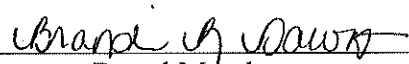
Director



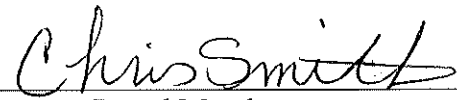
Board Chair




Deputy Director



Board Member



Board Member



Board Member