

BOARD OF SUPERVISORS OF ELECTIONS

TUESDAY, JULY 12, 2022

4:00 PM

MINUTES

1. Call to Order

The meeting was called to order at 4:05 p.m. Those present were as follows:

- Juan Castillo, Greta Mosher, Erin Payne, Zach Peters, Lisa Pineda
- Laura Reams, City Clerk
- Nate Groenendyk, Deputy City Clerk
- Nicola Konigkramer, Election Support

2. Approval of Minutes

Zach Mosher moved, and Erin Payne seconded a motion to approve the Board of Supervisors of Elections Meeting Minutes of April 5, 2022 and June 30, 2022. The motion passed unanimously.

3. Special Election Updates & Planning

a. Vendor Update

- i. Ballot Scout
- ii. Fort Orange Press
- iii. ES&S
- iv. PG County BOE

Clerk Reams provided updates and quotes for contracts with Ballot Scout, Fort Orange Press, ES&S, and the Prince George's County Board of Elections. The Board requested updated vote by mail envelopes that clarified the mail by date for returning ballots.

b. Election Timeline

- i. July 18 Council Meeting
 - 1. Approval of Method of Voting and Vendor Contracts
- ii. Candidate Registration – July 22 through August 5
 - 1. Info Session: July 27 at 6 PM (Virtual)
 - 2. Candidate Training: August 9 at 6 PM (Virtual)
- iii. Ballot Intake – Review possible dates for discussion
 - 1. Sept 20 (2-4 PM)
 - 2. Sept 27 (2-4 PM)
 - 3. Oct 3 (11-2 PM)
- iv. Confirm Ballot Box Locations
 - 1. City Building & Driskell Park?

Clerk Reams reviewed the election timeline. Clerk Reams noted that vendor contracts would not require approval from the Council. The Board confirmed dates for the Mandatory Candidate Training and ballot intake sessions and confirmed attendance. Finally, the Board agreed to install ballot boxes at the City Building and Driskell Park for the Special Ward 2 Election.

- c. Voter Education & Outreach
 - i. Communication Regarding Mail by deadline
 - ii. Postcard & Flyer
 - iii. Review Possible Voter Outreach Events
 - 1. Summer Jams – July 15, August 19 and September 16 at 6 PM
 - 2. Ward 2 Check In – August 17 at 6:30 PM
- d. Election Judges
 - i. Consider Assignments
 - ii. Shift Schedule
 - iii. Judge Training – Consider SDR Training Session

Clerk Reams presented updated election mailers and communication plans that emphasized the mail by date for returning vote by mail ballots. The Board reviewed upcoming City Events to hold voter registration and education.

Deputy Clerk Groenendyk provided the Board with a schedule and assignment plan for election judges for the Special Ward 2 Election. The Board discussed reviewing same day voter registration procedures during a regular meeting of the Board, prior to the election.

- 4. Campaign Finance Update
 - a. Review Ethics Commission recommendation and discuss ideas for changes pertaining to the final campaign finance report and annual reporting.

The Board reviewed the Ethics Commission recommendation for amending Campaign Finance reporting deadlines. The Board suggested reincorporating a third campaign finance report to ensure voter visibility of campaign activities.
- 5. New Business

There was no new business.
- 6. Next Meetings
 - a. Tuesday, August 9 at 4 PM – City Building
 - b. Tuesday, September 6 at 4 PM – City Building
 - c. Tuesday, September 20 at 4 PM – City Building
 - d. Tuesday, September 27 at 4 PM – City Building
 - e. Thursday, October 6 at 10 AM – City Building (Election Certification)
- 7. Adjournment

The meeting adjourned at 4:54 p.m.

