

BOARD OF SUPERVISORS OF ELECTIONS

TUESDAY, MARCH 1, 2022

4:00 PM

VIRTUAL MEETING

1. Call to Order

The meeting was called to order at 4:04pm. Those present were as follows:

- Erin Payne, Zachary Peters, Greta Mosher, and Juan Castillo
- Laura Reams, City Clerk

2. Mayoral Special Election

- a. **Review of Draft calendar** - Charter amendment was approved and will be effective as of April 13. With the approval of the charter amendment and decision to hold the election on June 7, the group reviewed an updated draft timeline for activities leading up to the special election.
 - i. March 21 – April 8 is Candidate registration period
 - ii. March 23 – placeholder for candidate information forum (**TBC**)
 - iii. Spring city events to promote election and have voter registration – Easter egg hunt, Hyattsville City Anniversary festival – follow-up on what kind of booths/tables to have there
 - iv. April 12 – placeholder for mandatory candidate training session
 1. Discussion – is this the best way to disseminate this information? What other options? Office hours? **To be decided** by BOSE/Ethics committee.
 2. **ACTION**: Recommending to add election day rules/protocol to candidate manual
 - v. Swearing in ceremony – tentatively set for June 20, but could change to have it on June 17 at Summer Jam. BOSE liked this idea.
- b. **Budget update** – Council approved budget of \$108,000 for special election. Also have started tentatively budgeting for a special election in the fall.
- c. **Vendor updates**
 - i. Fort Orange moving forward for printing
 - ii. Day-of election equipment vendor approved and moving forward
 - iii. E-poll vendor demo (Demtech) will likely be March 7 at 1pm virtually – **Laura to confirm with vendor**
- d. **Ballot boxes**
 - i. **QUESTION**: Where to stick second ballot box? Possible option is at UTC – Laura to investigate which sidewalks are city property.
 - ii. **Idea** – ordering a third box if it could get here in time. Laura to research this possibility, as group was open to this idea.

3. **Staffing Update** – former deputy city clerk Nicola Konigkramer coming on to assist in campaign finance and ballot intake (approx. 5 hrs/week) and then will be available day-of. Sean Corcoran also coming back as available. Great news!

4. **Charter Amendment Discussion** – BOSE Chair Zach Peters led group through presentation on possible special election scenarios and options on what could be recommended to council to avoid voter/staff/budget burnout but also ensure continuity and equity in representation. No decisions were made, but Zach will send out an updated presentation and the group agreed to continue discussing options at next meeting.

5. **New Business**

The group discussed the likelihood of adding on additional BOSE meetings in May as well as scheduling time for ballot intake. Specific dates will be discussed at next meeting and will start steps for creating a ballot processing schedule.

6. **Next Meeting**

Next BOSE meeting is confirmed for Tuesday, April 5 at 4pm. Laura proposed changing the dates of May and June BOSE meetings to another day due to conflict with other committee for back-to-back meetings. Group determined that Mondays or Thursdays would be best options, with a preference for Thursday. **ACTION:** BOSE members to communicate with Laura about their availability and preference on meeting change.

7. **Adjournment**

The meeting adjourned at 5:10 pm.