

Chairman Rick Combs called the meeting to order at 10:00 a.m. Ray Lembke led the Pledge of Allegiance. Board Members present were Rick Combs, Paul Campbell, Larry Heller and Ray Lembke. Also present were Judy Miller – Director and Mike Keeley – Deputy Director. In the absence of Becky Rudd, the recording secretary for the Board, the Director and Deputy Director kept the minutes of the Board Meeting.

The Chairman asked for a moment of silence for employee Edna Trees who was a dedicated worker at the Board of Elections for 16 years.

**OTHER ATTENDEES:** Beth Hamad – SOS Liaison

**MOTION TO ADOPT THE AGENDA AS PRESENTED:**

**2016-92** – Paul Campbell made the motion to Adopt the Agenda as Presented. Ray Lembke seconded the motion. Upon roll call, all Members voted “yes”.

**APPROVAL OF MINUTES:**

**2016-93** – Ray Lembke made the motion to approve the minutes from the May 26, 2016 Regular Board Meeting and the May 26, 2016 Emergency Board Meeting. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

**APPROVAL OF BILLS:**

**2016-94** – Paul Campbell made the motion to accept and pay the bills. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

**Letter of Resignation from Edna L. Trees:**

Director Miller advised the Board that Edna L. Trees had submitted a Letter of Resignation effective June 30, 2016, but passed away on Friday, June 24, 2016, prior to her Resignation Date.

**2016-95** – Paul Campbell made the motion to accept and receive as information, Edna Trees’ Letter of Resignation. Ray Lembke seconded the motion. Upon roll call, all Members voted “yes”.

**Mag Card Scanner Attachment for Electronic Pollbooks:**

Deputy Director Keeley reported to the Board that ES&S will install the mag card scanner at no charge if we provide assistance during the installation. The scanner is an actual attachment to the tablet. ES&S will advise us of the date of installation as soon as they receive the hardware. With the help of ISD it should take between 4-6 hours for the install. We ordered 182 units for all of the tablets.

**DIRECTOR’S REPORT:**

**Poll Worker Recognition:**

Judy reminded the Board that it has been two years since we had the Poll Worker Recognition Day and had planned on having one every two years. She looked at holding it on September 27, 2016, the National Voter Registration Day. The League of Women Voters is holding a Candidate’s night on the same day at the Eastgate Holiday Inn. Judy discussed the possibility of having the recognition during their meeting. Larry asked what was involved in the recognition. Judy stated that we recognize those poll workers that have worked for 25 years and over. Rick and Larry thought that the League was political and preferred to not have it there. Ray and Paul disagreed and thought that this would give the poll workers more exposure. Paul stated that if there was concern with any Board Member we would be better served by holding the function in our office and that it gets publicized. Ray added that perhaps the County Commissioners could pass a resolution for County Poll Workers for the day or week. Rick asked Judy to send the information to the Commissioners. Judy added she likes to recognize couples that work the polls. The Board will have Judy and Mike work on this.

**2016-96** – Paul Campbell made the motion to proceed with the Poll Worker Recognition Event to recognize the poll workers for their many years of outstanding work and localize it at the Board of Elections office. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

**Questions & Issues filed for the November 8, 2016 General Election:**

Judy advised the Board that Amelia Village placed on the November 3, 2015 ballot the question if the Village wanted to draft a Charter with 15 names of persons to serve on the Charter Committee. The question passed and the committee moved forward with drafting a Charter. The committee did not file a

resolution to have it appear on the March 15, 2016 Primary Election Ballot. After reading the Ohio Constitution, it states that the vote on the adoption of the Charter Drafted by the Elected Charter Commission must be placed on the ballot within one year of the approval to Adopt a Charter. It was passed on November 3, 2015 and the next election that the Adoption of the Charter can be placed on the Ballot is November 8, 2016, which is outside the one year requirement. Judy would like the Board to turn this matter over to the Prosecutor for advisement.

**2016-97** – Paul Campbell made the motion to refer the Question (Amelia Village Charter) to the Prosecutor to determine if the November 8, 2016 Election is within the time frame set by the Ohio Constitution, Article XVIII, Section 8 to place the Question on the ballot. Ray Lembke seconded the motion. Upon roll call, all Members voted “yes”.

Judy also advised that the other Issues filed appear to be in proper order:

**Clermont County Park District** – additional tax of 0.5 mill for 10 years – for parks and recreational purposes,

**Village of Williamsburg** – renewal tax of 5 mills for 5 years – for current expenses,

**Bethel-Tate Local School District** – additional tax of 6.6 mills for 5 years – to avoid an operating deficit. Judy has had calls from other entities regarding possible filings.

**NCOA:**

Judy advised the Board that we now update voter registrations every year. Previously it was done every other year. Last year by the time we finished the mailings it was too late to delete voters from the rolls. On June 9, 2016 we purged 6,579 voters. These people were sent notices back in 2011 and have not voted since then. She and Jackie Smith did spot check over 400 voters that had been removed. These voters have not voted in at least 4 years and 2 federal elections.

To date we haven't received instructions from the Secretary of State for the 2016 NCOA.

Barrett Brothers will print the NCOA mailer (\$0.31).

Mike reported that we are required to have a new bar code on the absentee envelopes (mail voters) and Barrett Brothers will also print the envelopes.

**Election Administration Plan:**

Judy reported that the Election Administration Plan for the November 8, 2016 General Election must be submitted by July 11, 2016. Judy and Mike are in the process of updating several sections.

**2016-98** – Ray Lembke made the motion to approve the Election Administration Plan for the November 8, 2016 General Election with security updates. Larry Heller seconded the motion. Upon roll call, all Members voted “yes”.

Paul would like a print out of the Election Plan instead of an email.

Judy will be on vacation July 21 – August 2, 2016.

Judy advised the Board that there will be some polling place changes (Union Township U needs to be split) for the July Board Meeting.

**DEPUTY DIRECTOR'S REPORT:**

Deputy Director Keeley reported to the Board that 18 resumes for the Deputy Director Position were submitted and of those 4-5 were selected to be interviewed in mid-July. He hopes to have 2 persons to present to the Board at the August meeting.

**RESOLUTIONS:** None.

**EXECUTIVE SESSION:** None.

**NEXT MEETING DATE AND TIME:**

July 28, 2016 at 10:00 a.m., Regular Board Meeting,

August 22, 2016 at 10:00 a.m., Regular Board Meeting and Certify Non-Partisan Candidates and Questions & Issues to the November 8, 2016 General Election Ballot (date change from August 25, 2016)

**ADJOURNMENT:**

**2016-99** – Larry Heller made the motion to adjourn. Ray Lembke seconded the motion. Upon roll call, all Members voted “yes”.

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**Rick W. Combs – Board Chairman**

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**Paul L. Campbell – Board Member**

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**R. Lawrence Heller – Board Member**

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**Raymond W. Lembke – Board Member**

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**Attest – Judith A. Miller – Director**

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**Attest – Mike Keeley – Deputy Director  
Minutes signed on July 28, 2016**