

I. Call to Order/Pledge of Allegiance

Chairman Ray Lembke called the meeting to order at 10:00 a.m. Mr. Conrad led the Pledge of Allegiance.

II. Roll Call

Ray Lembke – Chair – Yes

Rick Combs – Yes

Gregg Conrad – Yes

Larry Heller – Yes

Also present were Julia Carney – Director, Chris Dennison – Deputy Director, and Becky Rudd – clerk taking record.

III. Other Attendees – Beth Hamad and Julie Kirk from the Secretary of State’s Office.

IV. Approval of Minutes

2018-47 – Mr. Combs made the motion to approve the minutes from the March 22, 2018 regular Board Meeting. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Heller – Yes

Mr. Lembke – Yes

V. Approval of Bills

2018-48 – Mr. Heller made the motion to approve and pay the bills as of April 25, 2018. Mr. Conrad seconded the motion. Upon discussion Mr. Conrad inquired about Sheila Rhoads, Director Carney stated she was a nursing home worker. She also added that there was an entry for a new printer for the computer room; the previous printer was unusable. The ES&S entry is for our annual maintenance fees. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Heller – Yes

Mr. Lembke – Yes

VI. Public Test for Primary Election – May 8, 2018

At 10:02 a.m. the Board recessed, while Mr. Combs and Mr. Conrad observed Dan Shebesta (ES&S) run the test deck through the 850 ballot scanner.

At 10:15 a.m., the Board returned from recess.

Mr. Heller read from the newly run test deck while Mr. Lembke compared the results to the control sheet and found them to match. The Board signed the appropriate reports.

2018-49 – Mr. Combs made the motion to accept the Results of the Public Test. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Heller – Yes

Mr. Lembke – Yes

VII. Allocation of Voting Equipment for Primary Election – May 8, 2018

2018-50 – Mr. Combs made the motion to allocate and distribute one electronic poll book and one optical scanner to each precinct and one auto-mark per polling location. Mr. Heller seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Heller – Yes

Mr. Lembke – Yes

VIII. Director’s Report

A. Election Review

Director Carney updated the Board with the poll worker training classes. She also gave the Board a copy of the absentee voting statistics to date.

B. Security –

The electronic poll book will go to the polls in the DS200 unit, the poll workers will not pick them up in the office as they have done in the past. We have new security measures in place for this election, there will be lock for the DS200 and EPB's, there will be more security in place for the November Election. If needed the rovers can replace equipment and show the change/replacement on the Chain of Custody form. Director Carney would also like to have an area in the back room to secure the EPB's.

C. Faith Evangelical Christian Church polling location custodial fees

2018-51 – Mr. Heller made the motion to allow up to and not exceed \$100 for custodial and rental fees for the Faith Evangelical Christian Church polling location. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Heller – Yes

Mr. Lembke – Yes

D. Approval of Travel Expenses for the Secretary of State Conference

2018-52 – Mr. Conrad made the motion to approve travel expenses to the Secretary of State Summer Conference being held June 19, 2018 for Larry Heller, Raymond Lembke, Julia Carney, Chris Dennison, Becky Rudd, and Stephanie Haight at the Hilton Hotel, \$152 per night and \$85 registration fee per person. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Heller – Yes

Mr. Lembke – Yes

E. Approval of Expenses for the REO Training

2018-53 – Mr. Heller made the motion to approve the expenses for Julia Carney and Chris Dennison to attend the Registered Election Official Training on June 18, 2018 in Columbus, registration being \$110 per person per course, Course 100: The Election Aftermath: Audits, Recounts and Ensuring the Accuracy of Your Election and Course 101: Election Equipment: Purchasing and Maintaining Your Election Hardware and Software. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Heller – Yes

Mr. Lembke – Yes

F. Employee Matters

Lora Richards – PEO Trainer Compensation – Lora Richards had previously been given addition compensation for her time training the poll workers. Rick suggested giving her more hours if she is interested in it.

2018-54 – Mr. Heller made the motion to give Lora Richards \$14.00 an hour compensation for her time spent preparing and training poll workers. Mr. Combs seconded the motion.

Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Heller – Yes

Mr. Lembke – Yes

Chris Dennison – Deputy Director Compensation – Director Carney advised the Board that Mr. Dennison's salary has not been adjusted since the end of his probation.

At 10:56 a.m., the recessed.

At 10:58 a.m., the Board returned from recess.

2018-55 – Mr. Conrad made the motion to set Deputy Director Chris Dennison's salary to \$63,000 per year retroactive to March 29, 2018, the end of his probation. Mr. Heller seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Heller – Yes

Mr. Lembke – Yes

Director Carney advised the Board that she would be on vacation June 22 – July 8.

IX. Deputy Director's Report


- A. PEO Training** – We are in our third week of training, it is going well and is well attended. We have saved approximately \$3,000 on the cost of the poll books by reducing the pages.
- B. Website** –The voter view site has not been working properly if you search by address; this is an issue that ES&S has to fix. We can however look up information if the voter calls us.

X. Meeting Dates


- May 8, 2018 at 6:30 a.m., Primary Election Day Meeting,
- May 21, 2018 at 9:00 a.m., Opening of Certification,
- May 25, 2018 at 8:30 a.m., Certification of May 8, 2018 Primary Election and Regular Monthly Meeting,
- June 28, 2018 at 10:00 a.m., June Regular Monthly board Meeting.

XII. Motion to Adjourn:

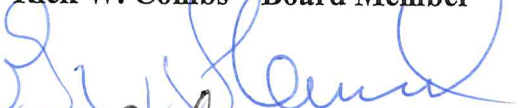
2018-56 – At 11:09 a.m., Mr. Combs made the motion to adjourn. Mr. Heller seconded the Motion. Upon roll call:
Mr. Combs – Yes
Mr. Conrad – Yes
Mr. Heller – Yes
Mr. Lembke –Yes




Raymond W. Lembke – Board Chairman



Rick W. Combs – Board Member



Gregg L. Conrad – Board Member



R. Lawrence Heller – Board Member

Date 5-25-18

APPROVAL OF BILLS FOR BOARD MEETING

APRIL 26, 2018

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES APPROVED BY BOARD MEMBERS:		
A. RIFKIN CO.	SECURITY SEALS	\$ 325.91
A. RIFKIN CO.	SECURITY SEALS	\$ 401.83
BARRETT BROTHERS	NCOA LETTERS	\$ 1,745.71
BATAVIA POSTMASTER	BRM PERMIT #100000 ANNUAL FEE	\$ 225.00
CLERMONT SUN	ADV. FOR CLOSE OF REGISTRATION	\$ 99.00
CHRIS DENNISON	REIMBURSEMENT FOR PEO TRAINING CLASSES	\$ 124.44
CHRIS DENNISON	REIMBURSEMENT FOR TRAINING CLASSES/NAME PLATE	\$ 121.91
DELL MARKETING LP	DELL B3460DN LASER PRINTER & TONER	\$ 559.98
DONNELON MCCARTHY	COPIER LEASE 3-15-18 TO 4-14-18	\$ 748.24
E. S. & S.	ERM SOFTWARE/HARDWARE/FIRMWARE - 650 SCANNER	\$ 11,336.00
LEANN HELTON	REIMBURSEMENT - SUPPLIES FOR PAUL CAMPBELL PARTY	\$ 19.12
OFFICE DEPOT	LETTER FOLDER CLEANER & GEL PENS	\$ 55.86
OFFICE DEPOT	HIGHLIGHTERS FOR POLLWORKERS	\$ 51.68
OFFICE DEPOT	CLEAR PLASTIC ENVELOPES FOR PRECINCT SUPPLIES	\$ 362.85
OFFICE DEPOT	LABEL MAKER TAPE	\$ 55.62
OFFICE DEPOT	SCISSORS - PER PRECINCT	\$ 390.00
OFFICE DEPOT	ADDRESS LABELS	\$ 56.18
S.O.S.	SUMMER CONF. REGISTRATION - 6 PEOPLE	\$ 510.00
PEERLESS PRINTING CO.	ENVELOPES, LETTERHEAD, BUS. CARDS	\$ 663.00
PITNEY BOWES	DEPOSIT FOR POSTAGE MACHINE	\$ 8,000.00
PROVANTAGE	DS200 ADAPTERS - TRIPP LITE SPIKECUBES (15)	\$ 90.50
RB PRINTING	PEO MANUALS (700), EPB MANUALS (350)	\$ 4,375.00
RB PRINTING	PROVISIONAL HOT LINE SHEETS	\$ 165.00
READY REFRESH	BOTTLED WATER 2-25-18 TO 3-24-18	\$ 57.49
SHEILA RHOADS	ELECTION WORKER 4-17-18	\$ 37.50
RUEBEL FAMILY PART.	OFF SITE STORAGE - MAY	\$ 2,906.25
SPECTRUM	CABLE 3-22-18 TO 4-21-18	\$ 74.95
STAFF SALARIES	PAY PERIOD 03-12-18 TO 03-25-18	\$ 15,531.51
PART TIME	PAY PERIOD 03-12-18 TO 03-25-18	\$ 146.70
BOARD MEMBERS SALARIES	PAY PERIOD 03-12-18 TO 03-25-18	\$ 2,347.19
STAFF SALARIES	PAY PERIOD 03-26-18 TO 04-08-18	\$ 15,531.55
BOARD MEMBERS SALARIES	PAY PERIOD 03-26-18 TO 04-08-18	\$ 2,347.19
	TOTAL:	\$ 69,463.16

