

The Bloomington Board of Election Commissioners met at 10:00 a.m. on Tuesday, July 2, 2019. Commissioner Robert Felton, Commissioner Denise Williams, Executive Director Paul Shannon, Assistant Director Lindsey Smith, and Attorney Steve Mahrt were present.

Commissioner Felton called the meeting to order at 10:00 a.m. and called for a motion to approve the June 4, 2019 minutes. Commissioner Williams moved to approve the June 4, 2019 minutes. Commissioner Felton seconded and the motion passed.

Commissioner Felton asked for approval of the bills and checks shown below which are drawn on the PNC Bank. Commissioner Williams moved that the financial report and checks be approved as shown. Commissioner Felton seconded the motion and the motion passed.

Culligan Water Conditioning	\$28.95
Ancel Glink	\$285.00
StorageCraft	\$28.23
City of Bloomington	\$269.35
Staples	\$95.55
PNC Bank	\$13.12
McLean County Treasurer	\$2,120.41
Election Systems & Software	\$45,045.00
Illinois Office Supply	\$4,115.00
Frontier	\$961.23
Total	\$52,961.84

Commissioner Felton called for public comment. No one was present to make a Public Comment.

Mr. Shannon informed the Commissioners that the Intergovernmental Agreement is still being written by the City Attorneys. Once it is complete it will be forwarded to the Board Attorney for review. The City IT has assumed all IT functions. Mr. Mahrt contacted the City Legal department and has not heard back from them.

A brief discussion was held concerning Hansen Student Center as a Polling Location. Mr. Shannon has been in contact with Lifcil and IWU coordinator Carl Teichman. IWU is committed to completing the needed upgrades to the polling location but cannot commit to doing so in a set time frame. Mr. Shannon is worried about voter confusion of temporarily moving the poll for only one or two elections. Mr. Shannon inquired of Lifcil what would need to be completed to leave the poll at Hansen Student Center. Lifcil would be satisfied if additional notifications were made on ADA accommodations for voting. An ADA accommodation for voting notice is being written and will be placed on the Commission's website and Facebook account.

A brief discussion was held concerning the ES&S software upgrade on all the voting equipment. Mr. Shannon provided four options for upgrading the three computers used in building and processing the ballots. Commissioner Williams motioned that the Commission use the cheapest of the four options. The three computers will be sent to ES&S for an upgrade and the IT department will install them once they are returned. Commissioner Felton seconded the motion and the motion passed.

At 10:15 am Commissioner Williams moved to go into closed session for the purpose of reviewing old closed session minutes in accordance with ILCS 120/2(C)(21). Commissioner Felton seconded the motion, Commissioners Williams and Felton voted yes to go to closed session.

At 10:20 am the Board returned to open session. Commissioner Williams motioned that the Closed session of June 4, 2019 be opened all other closed session discussed continue to be held closed. Commissioner Felton seconded the motion and the motion passed. There are three closed session that there are no minutes for at the present time. Commissioner Felton will come to the office and prepare the minutes for those sessions from the verbatim recordings. These minutes will be reviewed during the August Board Meeting.

Mr. Shannon notified the board that the voter verification mailings have begun. Two mailings have been sent so far with a very little return rate. Mr. Shannon believes the return rate is smaller due to all the mailings happening to adhere to the NCOA and ERIC requirements.

None present having further business to discuss, Commissioner Felton asked for a motion to adjourn the meeting. Commissioner Williams moved to adjourn the meeting at 10:24 am Commissioner Felton seconded and the motion passed.

The next meeting will be held Tuesday August 6, 2019 at 10:00 AM.

Tim Mitchell, Secretary

Closed Session June 4th 2019

Closes session was entered into on a roll call vote for the purpose of discussing employee performance and salary

Commission Mitchell - Yes
Commission Williams - Yes
Commission Felton - Yes

Review for Lindsey Smith

Lindsey has had the job of assistant executive director for 6 months. She is doing well in her position and learning. Still some hesitation on being confident with her decisions, but not significant issues or problems noted from the executive director. Lindsey continues to improve and gain more experience in the role and is doing fine.

Review for Melanie Quallich

Melanie has been in her position for 6 months on a full time basis. She has learned her job and is eager to help out, sometimes a little too eager, but she has completed her work timely and accurately. No issues noted.

Commissioners discussed raises for both employees and felt that raises were appropriate given their performance.

A roll call vote was taken to go back into open session.

Commission Mitchell - Yes
Commission Williams - Yes
Commission Felton - Yes