

The Bloomington Board of Election Commissioners met at 10:00 a.m. on Tuesday, November 5, 2019. Commissioner Robert Felton, Commissioner Denise Williams, Commissioner Tim Mitchell, 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 October 1, 2019 minutes. Commissioner Mitchell moved to approve the October 1, 2019 minutes. Commissioner Williams 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 Mitchell seconded the motion and the motion passed.

PNC Bank	\$734.17
Culligan Water Conditioning	\$28.95
City of Bloomington	\$150.00
Walz Label & Mailing	\$234.18
Ancel, Glink P.C.	\$475.00
Staples Credit Plan	\$168.64
A. Rifkin Co.	\$240.53
A.Rifkin Co.	\$2,767.18
Fronier	\$986.77
Total	\$5,785.42

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

Mr. Shannon informed the Commissioners that the Intergovernmental Agreement has been returned to the city. It should be on the next City Board meeting on the 25<sup>th</sup> of November.

Mr. Shannon notified the board there has been no update on the office moving within the Government Center.

Commissioner Williams informed the board she has a meeting with the City Compensation officer. The City intends to move people up to the minimum wage but not increase other employees pay to maintain the difference.

Mr. Shannon informed the Commissioners that a letter and email have been sent to Sheriff Sandage concerning establishing a jail house voting program. Nothing has been received as a response.

Mr. Shannon requested that Ms. Quallich be allowed to attend three workshops to improve her professionalism in the office. Commissioner Williams motioned that Ms. Quallich be allowed to attend Practicing Professionalism in the workplace, Communicating Effectively, and Understanding Customer Service Essentials workshops at Heartland College for \$60 each. She will be reimbursed the Workshop fees once she has presented proof of attendance. Commissioner Mitchell seconded the motion and the motion passed.

At 10:16 am Commissioner Williams motioned that the board go into Closed session (For the purposes of the appointment, employment, compensation, discipline, or performance of a specific employee of the > public body (5 ILCS120/2(c)(1)). A roll call vote was held and all three Commissioners voted yes.

At 10:30 am Commissioner Mitchell motioned that the Board return to open session. A roll call vote was held and all three Commissioners voted yes.

Commissioner Williams passed out copies of the Media Relations training that was discussed during the September AECOI Conference.

Commissioner Mitchell questioned what kind of training would be provided to the Election Judges for the March Election. It is intended to do an online training. The new poll books will be available for election judges to come look at and experiment with. Poll coordinators will be given additional training during the coordinators meeting.

Commissioner Williams requested that all staff members have their personal work reviews available to turn in at the December meeting.

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 10:38 am Commissioner Mitchell seconded and the motion passed.

The next meeting will be held Tuesday December 3, 2019 at 10:00 AM.

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Tim Mitchell, Secretary