

The Bloomington Board of Election Commissioners met at 1:00 p.m. on Tuesday, May 5th, 2020. Commissioner Kim Kiser, Commissioner Denise Williams, Commissioner Robert Felton, Executive Director Paul Shannon, Assistant Executive Director Lindsey Smith, Tim Mitchell and Attorney Steve Mahrt were present.

Commissioner Williams called the meeting to order at 1:00 p.m. and called for a motion to approve the April 7th, 2020 minutes. Commissioner Felton moved to approve the April 7th, 2020 minutes. Commissioner Kiser seconded and the motion passed.

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

Election Center	\$495.00
Ancel Glink P.C.	\$333.42
StaorageCraft Technology Corp	\$9.85
City of Bloomington	\$31,844.72
Culligan Water Conditioning	\$28.95
Des Moines Stamp MFG Co	\$69.00
PNC Bank	\$103.26
Frontier	\$979.84
Total	\$33,864.04

Commissioner Williams called for Public Comment, no one present for comments.

Mr. Shannon informed the Board that we have ordered the laptops from VOTEC that can be used as standalone poll books under the current version of software. The rest of the KIOSKS could be delivered later, likely after the November election. VOTEC has informed Mr. Shannon that they have the laptops in stock and are working to provision them with an estimated delivery date of June or July.

Mr. Shannon informed the Board that the Statement of Economic Interest for the County Clerk has been completed by all required staff.

Mr. Shannon presented the Board with the salary survey of Election Judge pay from other jurisdictions. The salary survey showed the BEC was the highest paying election authority out of those surveyed, absent Chicago, which has a unique pay scale. Given then BEC is currently paying the same as McLean County and above other jurisdictions, Mr. Shannon did not recommend the Board increase the Election Judge pay at this time. No further action was take on this matter and Election Judge pay will remain at the current rates.

At 1:20pm Commissioner Felton motioned that the board go into Closed session concerning the Executive Director position (For the purposes of the appointment, employment, compensation, discipline, or performance of a specific employee of the public body (5 ILCS120/2(c)(1)), Commissioner Kiser seconded the motion. A roll call vote was held and all three Commissioners voted yes.

At 1:40 pm Commissioner Felton motioned that the Board return to open session. Commissioner Kiser seconded the motion and a roll call vote was held and all three Commissioners voted yes.

Mr. Shannon presented the Social Media Policy for discussion. Commissioner Kiser raised concerns that it was overly broad for an Election Judge and more appropriate for staff. The policy was discussed by the Board and staff and it was recommended that staff draft a more Election Judge appropriate policy in line with the Social Media Guidelines document. Staff will have this ready for review at the next Board meeting.

Mr. Mitchell presented the Board with an option to obtain a check writing program that would allow the commission to create and print its own checks. We can try the software for free and the Board directed Mr. Mitchell to test the program and report back to the Board.

Mr. Mitchell presented a new Election Judge work sheet that will automate many functions and included a payroll feature that would allow the Board to very easily create Election Judge payroll. This will be incorporated into the review of the check writing program and reported back to the Board.

Mr. Mitchell presented the Board with options to buy new equipment to improve efficiencies in the VBM process. It was recommended the Board purchase a new paper folder, letter opener, and letter sealer. Commissioner Williams indicated she would like to see the machines demonstrated to the Board prior to purchase. Mr. Mitchell will contact the vendor to determine the feasibility of this demonstration.

Mr. Shannon brought up the issue of a location for EV. County Administration thought that the lobby in the Government Center would work for both County and BEC, which both County Clerk and BEC agree will not. Using room 404 may be an option, but it depends what practices related to COVID-19 might still be in place. Mr. Shannon talked with the County Clerk and they both agreed that having one location for both offices for EV would be ideal. Some ideas about locations were discussed such as the Grossinger Motors Coliseum. BEC staff will continue to explore other options.

The next meeting will be held Tuesday June 2nd, 2020 at 1:00 PM.

Robert Felton, Secretary