



**Board of Supervisors of Elections  
Minutes  
Diamondback Terrapin Conference Room  
Tuesday, January 23, 2018 at 6:00 PM**

**Boardmembers Present:** Chair Lois Neuman, Melissa Jackowski, Graham Johnson, Stephen Weiner

**City Staff Present :** Sr. Assistant City Attorney Jodi Schulz, City Clerk/Director Council of Operations Kathleen Conway, Executive Assistant Mary Grace Sabol

**Convene and Welcome**

Chair Neuman convened the meeting at 6:01 PM and welcomed all those present.

**Approval of Minutes**

**Motion:** to approve the minutes of December 19, 2017 as amended.

Moved by Boardmember Johnson, seconded by Boardmember Weiner, and approved unanimously.

**Questions to the Board**

There were no questions for the Board.

**Follow-up to January 22, 2018 BSE Presentation**

The Board discussed the presentation and Mayor and Council's comments on the metrics related to Vote by Mail. Boardmember Jackowski suggested hiring someone to do a comparative study before and after and Chair Neuman suggested finding a student.

The Board noted Councilmember Feinberg's request of clarification on what type of elections were compared from King County, Washington

**Review of Campaign Fund Reports**

The Board continues to review the process for campaign fund reports.

Boardmember Johnson suggested that the Board look at Gaithersburg's process and form.

Boardmember Jackowski also recommends that the Board make a checklist to assure that City Code is being followed.

### **Old/New Business**

There was no old/new business

### **Future Meeting(s)**

Monday, February 5, 2018 – Public Hearing (7:00 pm) Mayor and Council meeting

Tuesday, February 20, 2018 – Discussion and Instructions (7:00 pm) Mayor and Council meeting

Tuesday, February 27, 2018 – BSE meeting (6:00 – 8:00 pm)

Tuesday, March 27, 2018 – BSE meeting (6:00 – 8:00 pm)

Monday, April 9 – Discussion and Instructions, including possible adoption (7:00 pm) Mayor and Council meeting

Tuesday, April 24 – BSE meeting (6:00 – 8:00 pm)

### **Adjournment**

There being no further business, the meeting adjourned at 8:24 pm.

**Motion:** to adjourn

Motion to adjourn was made by Boardmember Johnson, seconded by Boardmember Jackowski, and approved unanimously.