



**Board of Supervisors of Elections
Minutes
Diamondback Terrapin Conference Room
Thursday, March 22, 2018 at 6:00 PM**

Boardmembers Present: Chair Lois Neuman, Sabrina Dawson, Melissa Jackowski, and Stephen Weiner

Absent: Graham Johnson

City Staff Present : City Clerk/Director of Council Operations Kathleen Conway, Deputy City Clerk Sara Taylor-Ferrell, City Attorney Debra Daniel and Sr. Assistant City Attorney Jodi Schulz

Convene and Welcome

Chair Neuman convened the meeting at 6:00 PM and welcomed all those present.

Approval of Minutes

Motion: to approve the minutes of January 23, 2018 and March 13, 2018 as amended.

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

Questions to the Board

There were no questions to the Board.

Review of Code Changes

The City Attorney's Office reviewed the proposed amendments to the City Code Chapter 8 "Elections" for final comments and questions.

The City Attorney's Office will revise the draft of Chapter 8 "Elections" code amendments for the Board's approval at the next meeting.

Chair Neuman requested an update on the Campaign Fund Report. Boardmember Jackowski reported she was waiting on information from Gaithersburg and would update the Board for review and discussion as soon as the information was received.

Update – Cost and Communications Plan

Chair Neuman reported that she has a lot of data and information on the proposed election cost. She requested more time to compile the information and have available for discussion at the next meeting.

Boardmembers Dawson and Jackowski reported on the communications plan and the expectations of the Boards role in getting out the information to the voters on the new proposed method of voting. The plan is to work with the City's Public Information Office for outreach and generate more media coverage.

It was suggested to request citizen input to those attending and listening at the meeting on April 9 and encourage to submit comments.

Old/New Business

There was no old and new business.

Future Meetings

Tuesday, March 27, 2018 - BSE Meeting – (6:00-8:00 p.m.)

Monday, April 9, 2018 - Mayor and Council Meeting - (7:00 p.m.)

Tuesday, April 24, 2018 - BSE Meeting - (6:00-8:00 p.m.)

Adjournment

The meeting adjourned at 8:20 PM.

Motion: to adjourn

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