



**Board of Supervisors of Elections
Minutes
Diamondback Conference Room
Tuesday, January 15, 2019 9:00 AM**

Boardmembers Present: Chair Lois Neuman, Robert Kurnick, Graham Johnson, Stephen Weiner arrived at 9:55 a.m.

City Staff Present : City Attorney Debra Daniel, Sr. Assistant City Attorney Jodi Schulz, City Clerk/Director of Council Operations Sara Taylor-Ferrell, Executive Assistant Jackie Moble

Convene and Welcome

Chair Neuman convened meeting at 9:10 a.m.

Approval of Minutes

The minutes of December 13, 2018 were tabled until next meeting.

Questions to the Board

Ms. Mullican attended the meeting to discuss her amended annual Campaign Fund Report.

Review of - Annual Campaign Fund Reports

Action item: Boardmember Johnson to follow up with Candidate Mullican on advisement from December 12, 2018 referencing letter items 1, 2 and 3, which item number 2 has not been completed. Ms. Mullican was advised to prepare a letter explaining her loan payback and outline the steps to show how to resolve the discrepancies in her report.

Motion: Boardmember Graham Johnson to draft letter to Ms. Mullican and her treasurer.

Moved by Boardmember Kurnick, seconded by Boardmember Weiner and approved unanimously

Election Update

The Clerk's office provided the Board with a copy of a notebook with their Guidelines/Calendars/Task/Procedures Information.

Action Item: Ms. Ferrell will draft calendars and include the date on any revisions made to the SOP. Chair Neuman to draft cover letter in terms of assignments. Board discussed 3 tasks, Campaign Finance Report, outreach, and SOPs.

Action Items: Boardmember Kurnick and Boardmember Johnson will work on Campaign Finance Report, orientation packet and everything related to what IT is doing.

Chair Neuman and Boardmember Weiner to work on outreach. The Board as a body needs to approve the suggested work plan.

Ms. Ferrell confirms using the latest updated Campaign Finance Report and any new updates should come from the Board no later than April 1, 2019.

Ms. Ferrell will have IT provide an online demonstration of the new Campaign Finance Report by January 30, 2019.

Boardmember Johnson, Boardmember Kurnick and City Clerk Sara Taylor Ferrell will meet with Janet Hare from City IT division to get input regarding use of information.

Action Item: Chair Neuman is requesting to pull data that will have statistics they can use for the mail outs. Will research other jurisdiction reports, inactive voter information, data by district, same day registrations and provisional ballots.

Marylou Berg will set up meeting for an online demonstration. Ms. Daniel passed around ordinance for the Board to review and asked that the item come back to the Mayor and Council January 28th.

Future Meetings

January 30, 2019 - BSE Meeting (6:00 – 8:00p)
February 11, 2019 – BSE Meeting (6:00-8:00p)
February 28, 2019 – BSE Meeting (6:00-8:00p)
March 12, 2019 – BSE Meeting (6:00-8:00p)
April 2, 2019 - BSE Meeting (6:00-8:00p)

Adjournment

There being no further business, the meeting adjourned at 11:22 a.m.

Motion: to adjourn

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