

Marion County Election Board Meeting Minutes
09/02/2004

Members present: Chairman Candace Marendt, Vice Chairman Steve Eichholtz and Secretary Doris Anne Sadler.

Others present: Dan Ladendorf, Board Attorney; Robert Vane, Administrator; Jennifer Pruitt, Deputy Clerk; David Woo, Service Center Supervisor; Jay Cahill, Republican Headquarters; Joel Miller, Democratic Headquarters; Kyle Walker, Voter Registration; Barbara Fowler, Voter Registration; Kathleen Mullin, Voter Registration; April Sellers, Corporation Counsel.

- I. **Call to order.** Chairman Marendt called the meeting to order.
- II. **Approval of meeting minutes.** Chairman Marendt made a motion to approve the minutes from July 29, 2004, and August 5, 2004. Vice Chairman Eichholtz second. Unanimous vote passed.
- III. **Administrator update.** Robert Vane gave the following absentee statistics from previous elections: 4,096 from the Primary of 2004 and 8,801 from the General of 2003. He projected that we would receive between 25,000 and 30,000 absentee ballots this election and stated he would order more absentee ballot applications. Mr. Vane also stressed the need for volunteers to work the Allen Pope Project. He suggested that the board should meet two to three times to look at signature problems caught by the Pope Project. Mr. Vane stated that the voting machines (M-100s) would be delivered to Marion County libraries within the next two weeks. Secretary Sadler noted that the League of Women Voters will be trained to demonstrate the machines at the libraries. Chairman Marendt volunteered to do demonstrations as needed. Mr. Vane also stated he would be sending letters out for those working the absentee board.
- IV. **Service center update.** David Woo spoke about the new ADT security system contract and distributed written layouts of the new system. He added the security system would have two video cameras to monitor activity and the RR-readers would log activity of personnel (with card access only). Vice Chairman Eichholtz suggested that the Board should have a report/log of all personnel (both from the Election Board and ES&S) who would have access to the data room. Mr. Woo agreed with Vice Chairman Eichholtz. Chairman Marendt asked if city legal did the contract. Mr. Woo answered that ADT had the best bid.

He also stated that Rick Petrecca has updated the pictures of all the polling sites in Marion County on the web. Candy Marendt questioned Dan Ladendorf whether there was a legal obligation to notify voters when polling sites change. Robert Vane stated that statutorily the list must be published in the paper. April Sellers added that it must be ten days before the election. Dan Ladendorf stated that the

legal notice must be published in the classifieds, but there is no obligation to notify voters of any changes, although political parties sometimes do. Chairman Marendt asked if the location of the public notice could be changed to another section. Secretary Sadler stated that public notices are only published in the classified section of the paper. Dan Ladendorf added that the code reads to give best notice possible.

David Woo stated that ES&S checked the iVotronics, re-energized the batteries and tested and/or exchanged batters on the PEBs. This was all done under his supervision and reports were made on each unit. He also stated the district finder had been checked, candidate ballot numbers were assigned, and the list was sent to ES&S and the destruction of the 2002 election materials will begin with the Board's approval. Secretary Sadler stated that once the Election Board approved the destruction of these materials, another Board would also need to approve this. Vice Chairman Eichholtz asked if the previous passwords had been changed on the computers. David Woo answered that ES&S was working on it and walking him through the procedure. He stated he would like the Board's guidance on how often the passwords should be changed. Joel Miller inquired if there was a log of password usage. Chairman Marendt stated that reports could be produced as requested. Mr. Woo added that only administrative passwords could change software, burn PCMCIA cards or print ballots. Chairman Eichholtz suggested that the logs be checked occasionally and a list be printed of users and administrative access. Secretary Sadler made a motion to destroy the 2002 general election material. Vice Chairman Eichholtz second. Vote passed unanimously.

- V. **Attorney updated.** Dan Ladendorf had no update to give the board.
- VI. **Campaign finance (pre-primary reports).** Robert Vane stated that Rick Sutton called today stating he sent in his report and plans to close his committee and not run again. The following decisions were made regarding candidate campaign finance fines:
 - A. Deborah Cooper. Vice Chairman Eichholtz made a motion to waive her fine because she did not raise or spend any money. Secretary Sadler second. Vote passed unanimously.
 - B. Jon Elrod. Jay Cahill spoke on Mr. Elrod's behalf requesting that the board reduce his fine. Secretary Sadler made a motion to reduce the fine to \$50. Vice Chairman Eichholtz second. Vote passed unanimously.
 - C. Emily Everitt. Robert Vane asked if the board had already imposed the statutory fine. Chairman Marendt answered that it had and that Emily Everitt's fine stands because of lack of response from the candidate. No motion necessary.

- D. Matthew Harmon. Jay Cahill spoke on Mr. Harmon's behalf requesting that the board reduce his fine. Secretary Sadler made a motion to reduce the fine to \$50. Vice Chairman Eichholtz second. Vote passed unanimously.
- E. Timothy Hughes. Dan Ladendorf read the letter submitted to the board by Mr. Hughes. Vice Chairman Eichholtz made a motion to reduce the fine to \$50. Secretary Sadler second. Vote passed unanimously.
- F. James Mann. Secretary Sadler made a motion to reduce his fine to \$50. Vice Chairman Eichholtz second. Vote passed unanimously.
- G. Rick Sutton. Secretary Sadler made a motion to delay his matter to a later meeting because he called Mr. Vane that morning. Vice Chairman Eichholtz second. Vote passed unanimously.
- VII. **Resolution making training for clerks and judges mandatory.** Secretary Sadler stated that last fall the board made training mandatory for judges working at the polls. She also stated that the City/County Council advised to make training mandatory for both judges and clerks. Secretary Sadler read the resolution to require all poll workers to attend training. Joel Miller inquired if the resolution meant that if one did attend the training one could not be a poll worker. Secretary Sadler stated that was not the case. Joel Miller requested that more trainings be held at more locations. Secretary Sadler responded that the board would take it into consideration, but the main issues hindering that process are staffing and space. Chairman Marendt entertained the motion to pass the resolution. Secretary Sadler so moved. Vice Chairman Eichholtz stated that he would not second the motion. Chairman Marendt second. Motion passes; Vice Chairman Eichholtz opposed.
- VIII. **Discussion of procedures for recruiting 16 and 17 year olds.** Chairman Marendt stated that 16 and 17 year olds work in a non-partisan capacity. Vice Chairman Eichholtz asked how their party affiliation would be determined since they're not registered voters and have no voting history. Secretary Sadler stated that the political parties would appoint them as needed. Vice Chairman Eichholtz asked what would happen when there was only one clerk at a precinct. Secretary Sadler answered that another poll worker from the opposite party would initial the ballot. If there were no other workers from the opposite party, the inspector would initial or appoint someone to fill the position.
- IX. **Discussion of Shelby Board.** Moved to later meeting.
- X. **Approval of the use of ovals on ballots.** Chairman Marendt stated that is impracticable to use squares or circles but that ovals are most practicable. Vice Chairman Eichholtz second. Vote passed unanimously.

- XI. **Discussion of split-ticket voting instructions on ballot.** Secretary Sadler read last year's split-ticket voting instructions. Joel Miller stated that since there are no multi-member districts this year, the last sentence in the previous instructions were not needed. Secretary Sadler stated that the instructions are not required by law to be printed on the ballot. Jay Cahill suggested that the instructions would assist voters. Joel Miller commented that it does not seem necessary to add instructions to the ballot that are not required. Robert Vane stated he needs guidance from the board on the wording of the instructions since ES&S would need the instructions soon. David Woo stated that there are instructions on how to treat a spoiled ballot. Vice Chairman Eichholtz suggested that the board strike the second page cautionary statement. Chairman Marendt made a motion to comply with the statutory requirements and remove the split-ticket instructions along with the second page cautionary statement. Secretary Sadler second. Vote passed unanimously.
- XII. **Discussion of format of voting instructions on ballot.** Secretary Sadler moved that the straight party instructions are impracticable to put under each party symbol but that it should be listed once on the ballot. Vice Chairman Eichholtz second. Vote passed unanimously.
- XIII. **Approval for destruction of 2002 election materials.** Discussed earlier under section IV.
- XIV. **Absentee ballot procedures.** Secretary Sadler suggested that the Election Board pre-print ballots since the printers might not be capable of handling such a large load. The ballots should be stored in the smaller side office in the Election Board. She also suggested that the locks be changed and that the ceiling be extended to enclose the office. Secretary Sadler suggested that application should be filled out at a separate table to keep lines moving faster. Chairman Marendt asked if errors were caught during the Allen Pope Project. Robert Vane answered that errors are caught during the Pope Project and also before ballots get mailed out (i.e. no signature on an application).
- XV. **Adjournment.** Chairman Marendt moved to adjourn. Secretary Sadler second. Vote passed unanimously.

Chairman, Candace Marendt

Vice Chairman, Steve Eichholtz

Secretary, Doris Anne Sadler