

Board of Supervisors of Elections Meeting
Tuesday, January 5, 2021
4 PM
Virtual Meeting

Register in advance for this webinar:

https://zoom.us/webinar/register/WN_8y9hvjoZQ0mhmEMuXKDDzA

After registering, you will receive a confirmation email containing information about joining the webinar.

MINUTES

1. Call to Order

The meeting began at 4:08 p.m. Laura Reams, Lillie Littleford, Zachary Peters, Anna Frankle, Sean Corcoran, Greta Mosher, and Lisa Pineda were present.

2. Approval of Minutes – December 2020

Anna Frankle moved to approve the minutes which was seconded by Lisa Pineda and approved unanimously.

3. Election 2021 Updates and Planning

- Legislation
 - i. Update on adopted legislation
 - ii. Pending legislation for close of candidate registration
- Vendors:
 - i. ES&S Vendor Contract Confirmation
 - ii. Selection of mail vendor
 - iii. Ballot Scout discussion
 - iv. Campaign Finance Tool Discussion
- Outreach Update
 - i. Logo
 - ii. Postcard & Run for Office Materials/Poster
- Election Calendar Updates
- Joint Meeting with Ethics Commission, date selection – review draft agenda.
- Candidate Information Sessions
 - i. Review Powerpoint
- Voter Registration Outreach Discussion
 - i. Voter Hotline – FAQ development and staffing
- Upcoming Meeting Topics
 - i. Refresher Course: Voter Registration & Same Day Registration
 - ii. Ballot Intake Procedures and staffing
 - 1. Select Ballot Intake Dates/Times

Zach began a discussion about the possibility of acquiring more ballot boxes, costs, details, etc. No decision was made as a result of the discussion.

Laura presented a slideshow and provided information regarding an update on legislation, general updates, vendors, ballot box designs, coordination with the United States Postal Service (USPS), etc.

Laura and Sean relayed a recommendation to contract with Fort Orange Press for mailing services and provided details on pricing and process. Discussion continued regarding comparisons with other vendors, and prioritizing aspects for the election.

The Board agreed to enter into a contract with Fort Orange Press.

Laura provides details about Ballot Scout, a vendor that provided mail tracking that would serve as an additional layer of transparency. It was agreed to schedule a meeting with Ballot Scout for more information.

Laura introduced the potential integration of a Campaign Finance vendor and provided a summary and details of their services.

Laura showcased some of the outreach advertisements provided by Abstract Orange.

Election calendar updates were presented including Candidate information sessions, ballot intake, and pop-up ballots.

She highlighted possible dates for the Joint meeting with the Ethics Commission and described the process and the goals of the meeting.

Laura relayed voter outreach and assistance information and the methods in which to conduct the communications. She supplemented that a voter hotline would be implemented to allow residents to call with any election related questions.

Plans for upcoming meetings were addressed and the Board identified topics which would be contemplated going forward.

4. Adjourn

The meeting adjourned at 5:18 p.m.