

Tuesday, April 16, 2019 5:00 PM

- I. **OPEN PUBLIC MEETING STATEMENT**: Statement read by Chairperson Lynn Caterson
- II. **PLEDGE OF ALLEGIANCE**: Pledge was led by Commissioner M.J. Coutts
- III. **ROLL CALL**: Chairperson Lynn Caterson, Commissioner Mary Jo Coutts, and Commissioner Audrey Miles, Secretary John Mooney via telephone.  
Office Staff: Clerk Bill Sacchinelli, Susan Sandman, Hope Bertino and Melissa Baez.

IV. **READING & ADOPTION OF MINUTES**:

A motion was made to approve the amended minutes from March 12, 2019.

- **Motion**: Secretary Mooney
- **2<sup>nd</sup>**: Commissioner Coutts
- **Vote**: Unanimous

V. **PUBLIC COMMENT**: None

VI. **CLERKS TO THE BOARD UPDATE**:

**A. Margate Municipal Update** – There are a total of 415 MIB's for the Margate Election. The BOE has received 91 so far. The Challenger ad will run before the Election on May 14.

**B. 2019 Primary Preparations** – The BOE will need to place an order for Authorities for the Primary on June 4, 2019. We will order 60% (Democrat) for Atlantic City, and 50% for all other Municipalities. Numbered Blanks will be ordered in case one or more of the Municipalities runs low. A motion was made to accept this amount of Authorities.

- **Motion**: Commissioner Coutts
- **2<sup>nd</sup>**: Secretary Mooney
- **Vote**: Unanimous

VII. **OLD BUSINESS**:

**A. Formal Certification of Poll Locations – Changing Brigantine (W-1), Linwood (2-1), Galloway (D-10, D-14), Pleasantville (1-4).** – The Municipal Clerks for the replaced Poll Locations will send out post cards to all the residents from those locations telling them about their new polling sites. A letter will be sent to the County Clerk to make sure ballots have the correct polling sites on them. A motion was made to approve all Polling Sites.

- **Motion**: Commissioner Miles
- **2<sup>nd</sup>**: Commissioner Coutts
- **Vote**: Unanimous

**VIII. NEW BUSINESS:**

**A. Re-approve Primary Food Budget** – A motion was made to reapprove the food budget for the Primary Election for \$800.00.

- **Motion:** Commissioner Coutts
- **2<sup>nd</sup>:** Secretary Mooney
- **Vote:** Unanimous

**B. Documents for ADA Certification to State** – The documents will be sent to the N.J. Division of Elections.

**C. Homeland Security Checklist to County** – A survey was given to the BOE from Homeland Security for a self-assessment tool. Once answered, it's to be sent to the County for review. Once it's reviewed it will then be sent to Homeland Security. A motion was made to send to County for review.

- **Motion:** Commissioner Coutts
- **2<sup>nd</sup>:** Commissioner Miles
- **Vote:** Unanimous

**D. Hava Grant Items** – A wish list of Hava Items was given to the Board Members. A second bid is required before approval. A motion was made to approve Hava Items and get a second bid.

- **Motion:** Commissioner Miles
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** Unanimous

**E. Expenditures for University of Penn Conference – Re: Cutting-edge research about election administration and the challenges facing state and local election officials** – The BOE will put on next month's Agenda for the expenses of the Penn Conference.

**IX. WRITTEN CORRESPONDENCE:**

**A. Letter Requesting Change in NJSA 19:45-6 to Increase Poll Worker Pay** – A letter was written by the BOE requesting to increase the Poll Workers' pay. A motion was made to approve this letter and send a copy to the Governor and N.J. Legislators with cc's to Dennis Levinson, Dale Florio, and Bob Giles.

- **Motion:** Secretary Mooney
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** Unanimous

**X. EXECUTIVE SESSION:** None

**XI. ADJOURNMENT:** A motion was made to adjourn the meeting at 6:10 pm.

- **Motion:** Secretary Mooney
- **2<sup>nd</sup>:** Commissioner Coutts
- **Vote:** Unanimous

C: File/hb