

MINUTES

ATLANTIC COUNTY BOARD OF ELECTIONS

5903 Main Street, Mays Landing, NJ 08330

REGULAR MEETING

Tuesday, April 4, 2023 – 5:30 PM

- I. **OPEN PUBLIC MEETING STATEMENT** - Statement read by Chairwoman, Evelyn Caterson
- II. **PLEDGE OF ALLEGIANCE**- Pledge led by Secretary John Mooney
- III. **ROLL CALL**- Chairwoman Evelyn Caterson, Secretary John Mooney and Commissioners Mary Jo Coutts and Creed Pogue
- IV. **GOOD OF THE ORDER**- A moment of silence was taken for former Board workers Louisa Mazetis, Marian Polizzi, Diana Wilcockson and Betty Reina. Commissioner Pogue has asked that everyone say a prayer for his mother whom is scheduled to have surgery next week.
- V. **ADA COMMITTEE MEETING**: We welcomed Nora Keenan from the ADA Committee. Nora was presented with any ADA concerns there may be regarding our polling locations. There were some concerns mentioned for Atlantic City, Egg Harbor Township, Galloway, Hamilton Township and Port Republic. The Board of Elections will continue preparing to ensure all locations are following the ADA. A motion was entered to approve our Early Voting Location sites.
 - **Motion to approve Early Voting sites: Secretary Mooney**
 - **2nd: Commissioner Pogue**
 - **Vote: Unanimous**
- VI. **READING & ADOPTION OF MINUTES**- Commissioner Pogue entered a motion to adopt minutes from the last board meeting which was held on 03/07/2023.
 - **Motion to adopt minutes: Commissioner Pogue**
 - **2nd: Commissioner Coutts**
 - **Vote: Unanimous**
- VII. **EARLY PUBLIC COMMENT**- No statements were made.
 - **Motion to open public comment: Secretary Mooney**
 - **2nd: Commissioner Coutts**
 - **No statements**
 - **Motion to close public comments: Commissioner Pogue**
 - **2nd: Commissioner Coutts**
 - **Vote: Unanimous**
- VIII. **CLERKS TO THE BOARD UPDATE**
 - A. **Approved Resolution by County Commissioners**- ES&S resolution was given to each Board member.
 - B. **Election Preparation 2023 Primary**- Bill Sacchinelli and Jenna Baruffi updated the Board regarding upcoming Poll worker training classes. All election workers shall attend their scheduled training classes to familiarize each worker with the counties new fleet of voting machines. Staff has prepared for our upcoming election in Margate on May 9th.
 - C. **Poll Worker Training Class Updated Dates and Outline**- An outline of the training class and upcoming dates were given to each Board member.
 - D. **May Municipal Election – Margate – May 9th 2023**- Staff has prepared for Margate's election.
 - E. **Disposition of items in Buffalo Ave. Location**- To be discussed during executive session.

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F. **New End of Night Procedures for New Voting Machines-** To be discussed during executive session.

IX. OLD BUSINESS

- A. **Tentative List of Poll Worker for 2023-** 2023 Poll Worker assignment sheet was given to each Board member.
- B. **Tentative List of Polling Sites for 2023-** 2023 Polling site location sheet was given to each Board member.
- C. **Polling Locations for Early Voting 2023-** 2023 Early Voting site location sheet was given to each Board member.
- D. **Drop Box Locations for 2023-** 2023 Drop Box location sheet was given to each Board member.

X. NEW BUSINESS

- A. **Scheduling Dates to Review Ballots for 2023 Primary-** Board members were asked to check their upcoming schedules.
- B. **Discussion on R&V Muni. Breakdown Procedure-** Board members were given an updated total turn out count.
- C. **General Discussion of BOE Work Outside Normal Office Hours, Compensatory/Overtime, and Policies of Covered Time (ie. County League & NJAEO Events)-** Staff was given a printout of Atlantic Counties policies regarding Compensatory and overtime.
- D. **Office Coverage/Attendance at Weekly Staff Meetings-** Commissioner Coutts raised her concern about the Biweekly meetings with the Superintendent and County Clerk. It was asked that Principal clerks, Melissa Baez and Melissa Martino, ensure that there would be office coverage if asked to attend in the future.

XI. PUBLIC COMMENT- No statements were made.

- **Motion to open public comment: Commissioner Pogue**
- **2nd: Commissioner Coutts**
- **Vote: Unanimous**
- **No statements**
- **Motion to close public comment: Commissioner Pogue**
- **2nd: Commissioner Coutts**
- **Vote: Unanimous**

XII. WRITTEN CORRESPONDENCE- None

XIII. EXECUTIVE SESSION- Board of elections went into executive session at 7:01-7:55.

XIV. ADJOURNMENT – Adjournment at 8:00

- **Motion to adjourn: Commissioner Pogue**
- **2nd: Commissioner Coutts**
- **Vote: Unanimous**