

Board of Election Commissioners Meeting
City of Galesburg, Illinois
August 19, 2024 — 9:00 a.m.
City Hall Basement Conference Room

Chairman Roger Williamson called the meeting to order at 9:00 a.m. Attending were Commissioners Veronica Peoples and David Christensen, Executive Director Lisa Watson, and Assistant Bill Gohring. Also in attendance were Darla Krejci and Tony Franklin

After reviewing the minutes from the July 15, 2024 meeting, Veronica Peoples made a motion to approve the minutes. David Christensen seconded. Motion carried.

Public Comment – Thank you to the Board for all of the work put into the preparation of the request to the City for the necessary new voting tabulators. Thank you to Richard Stout for his comments to the City Council in support of the purchase of the new tabulators.

Old Business:

Memo Only Budget— Lisa Watson provided an overview of the Memo Only Budget. Expenses were \$2,009. Revenue was \$1,493. The ending checking balance was \$96,569, approximately \$30,000 more than the previous year.

2024 General Election – November 5, 2024

Ballot Quantity Recommendation – Based on analysis of past presidential elections, Lisa Watson recommended a purchase of 17,145 ballots (100% of the ballots used in 2008). If additional ballots are needed, they can be printed in house. Federal Only ballots will also be printed in house. The total cost of the ballots is \$5,315.00 (10% of the total election cost), David Christensen made a motion to purchase the recommended amount of ballots. Veronica Peoples seconded. Motion carried.

Election Judge Training – October 3, 2024 – The training will be in person and will be conducted at the new Public Library in the Community Room. The room is acoustically better than the City Hall downstairs training room. It is also larger and will allow for participants to spread out more.

Roving Patrol – The GPD will assign a couple of officers solely to a roving patrol on election day. These officers will visit the polling places throughout election day until the polls close.

Bulk Mailing – Optional Permanent Vote by Mail Application Update – This is a state mandated mailing that must be sent out every 2 years to voters who have not signed up for Permanent Vote By Mail Status. This year's application will offer voters an option to opt out. The cost of the mailing is \$15,000 and is unfunded by the state.

Grant – The Center for Tech and Civic Life offered a rural and non-metro \$20,000 grant that will be used to cover the expenses of the Optional Permanent Vote by Mail Application Bulk Mailing.

2025 Election

Signature Requirements & Nomination Paperwork – Lisa Watson presented an overview of the signature requirements and nomination paperwork along with an explanation of the 2025 Prospective Candidates – Pathways for the April 1, 2025 Consolidated Election for Independent Candidates. If a February election is required, the cost estimate is \$50,000. Veronica Peoples made a motion to accept the signature requirements as presented. David Christensen seconded. Motion carried.

Simultaneous Filing Lottery Date – Two dates are needed. The Established Party Date is Tuesday, October 29, 2024 @ 9:00 a.m. The Independent and New Party Date is Tuesday, November 19, 2024.

Voting Equipment Purchase Update – The City Council unanimously approved the quote for the new voting equipment. The invoice has been received and is being reviewed. The Finance Director was great to work with. The new equipment will be delivered in December of this year. Thanks to all who helped.

New Business:

Request To Move Early Voting Off-Site – This would require a room off-site for 40 days. The cost would be approximately \$18,000.00. One half of the cost would be for hardware and software. The other half would be for payroll. The IT Director said that there is no available hard-wired VPN. Another option would be electronic pollbooks. It is late in the planning to make this change. More information is still being gathered. The opinion for the November Election is to say “no” due to the lateness. Veronica Peoples made a motion to say no to Off-Site early voting due to the lateness of the request. David Christensen seconded. Motion carried.

Notice of Need for Election Office Logo –Administration wants to use the City Logo for its own branding. The Election Office has been using the City Logo for over 20 years. The New Election Office Logo was introduced at the meeting.

Invoices & Supplies— Veronica Peoples made a motion to approve the supplies for the month of August. David Christensen seconded. Motion carried. David Christensen made a motion to approve the supply list for the month of August. Veronica Peoples seconded. Motion carried.

Schedule September meeting—The next commissioners’ meeting was scheduled for September 17, 2024, at 9:00 a.m. in the Erickson Conference Room.

Veronica Peoples made a motion to adjourn the meeting. David Christensen seconded. Motion carried. The meeting was adjourned at 9:48 a.m.