

**Meeting Board of Election Commissioners**  
**City of Galesburg, Illinois**  
**January 11, 2024 — 9:00 a.m.**  
**City Hall Erickson Conference Room**

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

After reviewing the minutes from the December 5, 2023, meeting, Veronica Peoples made a motion to approve the minutes. Robert Potter seconded. Motion carried.

Old Business:

Memo Only Budget— Robert Potter provided an overview of the Memo Only Budget. Real estate tax reimbursement was \$114,000 for 2023 which is up from \$112,000 the prior year. Postage expense for 2023 was \$5,352.00. Computer support and tech service continue to increase.

2024 Primary Election – March 19, 2024

Voter Card Notifying Precinct 5 & Precinct 6 Registered Voters of Polling Place Change Update – 87 cards came back as undeliverable and have been followed up on.

Permanent Vote-by-Mail with No Party Preference Reminder Update – 851 were mailed. As of yesterday, 10 had been returned. An additional 40 were in today's mail.

Final Polling Place Letters Update – All have been mailed.

Election Judge Assignments Update – The assignment letters were mailed. There were 15 cancellations and they have been filled.

Personal Protection Equipment – Election judges have expressed a desire for full PPE. We have adequate masks, gloves, and sanitizing wipes on hand. Our hand sanitizer is past the expiration date and a request to order new sanitizer is included on the January Supply Order List.

Election Judges Snacks – Several long service Election Judges have requested the addition of some low sugar snacks in addition to donuts. The commissioners felt that this was a good idea and that it would help in retaining long service judges.

Election Judge Training Class – February 15, 2024, (10 am, 2 pm, & 6 pm)

IL State of Elections Trainer

In-depth Write-in Tallying Refresher Training if Write-in Candidates File by Deadline.

Letters have been sent and RSVPs are being received from our Election Judges.

The Early Voting Start Date on February 8, 2024, is dependent on the election office having received ballots. Candidate Objection(s) may delay the start of early voting in-person & by mail.

#### AECOI Bloomington Conference

IL Records Commission State Disposal Update for 2020 General Elections materials – David Jones, Archives director, was asked to speak on records retention. He was happy to hear that we had sent the recommended attorney approved letter requesting disposal of the 2020 materials.

#### New Business:

Invoices & Supplies— Veronica Peoples made a motion to approve the invoices for the month of January. Robert Potter seconded. Motion carried. Robert Potter made a motion to approve the supply list for the month of January. Veronica Peoples seconded. Motion carried.

Schedule February meeting—The next commissioners' meeting was scheduled for February 5, 2024, 9:00 a.m.

City Hall closed on January 15, 2024

Other: The office has a 2006 backup printer that is obsolete and no longer serviceable. The printer no longer functions and parts and service are no longer available. Greg Flores will take it off our hands as he can use it for spare parts on other equipment. Because this printer was purchased with Federal funds, a motion to dispose of it is required. Veronica Peoples made a motion to dispose of the printer. Robert Potter seconded. Motion carried.

Robert Potter made a motion to adjourn the meeting. Veronica Peoples seconded. Motion carried. The meeting was adjourned at 9:33 a.m.