

Board of Election Commissioners Meeting
City of Galesburg, Illinois
June 27, 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 Dwight White, Richard Stout, Darla Krejci, and Jeanette Chernin.

After reviewing the minutes from the May 14, 2024, meeting, Veronica Peoples made a motion to approve the minutes. Robert Potter seconded. Motion carried.

Public Comment – there were no public comments.

Old Business:

Memo Only Budget— Robert Potter provided an overview of the Memo Only Budget. Expenses for May were \$10,424.00. The checking Balance is \$99,045.00. The balance is approximately \$13,000.00 higher than last year.

2024 General Election – November 5, 2024

Election Judge Pay –The State of Illinois will pay an additional \$20.00 for each election judge. Our Election Judges are currently paid \$150.00 for working on an election.

Veronica Peoples made a motion to increase the Election Judge compensation from \$150.00 per election to \$175.00 per election. Robert Potter seconded. Motion carried.

FY 2025 Salaries – Veronica Peoples made a motion to go into executive session to discuss the 2025 salary structure. Robert Potter seconded. Motion carried. Veronica Peoples made a motion to go back into regular session. Robert Potter seconded. Motion carried. Robert Potter made a motion to set the Executive Director's salary at \$53,000.00 and the Assistant Executive Director's salary at \$37,000. Veronica Peoples seconded. Motion carried.

DS200 Paper Ballot Tabulators, Election Software & Reporting System for 2025 Consolidated Election – We have been notified by our equipment vendor and service company, that an end-of-life date of January 2025 has been established for our current tabulators due to difficulty in getting repair parts. The tabulators test perfectly, but repair parts have become increasingly more difficult for the vendor to obtain. The equipment has served us well for 20 years. We will be using our current equipment for the November 2024 General Election and plan to have the new equipment in place for the April 2025 Consolidated Election. At the current time, there are no Federal or State grants to help with the purchase of new voting equipment. Our current vendor has provided a quote of \$134,283.00 for new hardware, related software, and service support. This latest quote is \$31,283.00 less than the previous quote as we will be able to eliminate four tabulators and will receive a \$7,000.00 trade-in allowance for equipment that cannot statutorily be sold. The Commission informed the City Finance Department of this need last year. The

recently retired Director of Finance has passed this information on to the City Administration. A meeting with the City Manager and Finance Director has also been scheduled. Robert Potter made a motion to accept the current equipment quote and forward the information to the City. Veronica Peoples seconded. Roger Williamson asked for a roll call vote. Robert Potter voted aye. Veronica Peoples voted aye. Roger Williamson voted aye. Motion carried.

New Business:

IVRS Grant

ICN expenses – The State of Illinois has been providing a monthly grant reimbursement of \$550.00 for last mile security of election data to ensure integrity and security. We have been notified that the State of Illinois plans to continue this grant in perpetuity.

Resignation

Commissioner Robert Potter's term of office ends on July 1, 2024. Commissioner Potter submitted a letter to the Chief Judge of the Ninth Judicial Circuit asking that the Court not consider him for another term. Chairman Roger Williamson recommended that a resolution be drafted expressing the Commission's appreciation for Commissioner Potter's dedication and hard work over the past eight years.

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

Schedule July meeting—The next commissioners' meeting was scheduled for July 15, 2024 at 9:00 a.m.

Veronica Peoples made a motion to adjourn the meeting. Robert Potter seconded. Motion carried. The meeting was adjourned at 9:50 a.m.

Other:

Although the office Laptop needed for next year's equipment conversion has been approved, it will not be purchased until after the equipment quote is presented to the City and approved.