

Board of Election Commissioners Meeting
City of Galesburg, Illinois
May 14, 2024 — 9:00 a.m. Time
City Hall Basement Large Training 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 Richard Stout, Darla Krejci, and Jeannette Chernin.

After reviewing the minutes from the April 9, 2024 meeting, Veronica Peoples made a motion to approve the minutes. Robert Potter seconded. Motion carried.

Public Comment – Richard Stout commented that there was an organization publishing personal information about registered voters. This situation will continue to be monitored. Richard also thanked Lisa Watson and Bill Gohring for their helpfulness.

Old Business:

Memo Only Budget -- Monthly & FY 2025 -- Robert Potter provided an overview of the Memo Only Budget. The election workers payroll for the March Primary was \$21,215.00 and was paid in April. The ending checking balance this year was approximately \$1000 less than last year. A proposed 2025 Memo Only Budget was presented. The Memo Only Budget categories were revised and expanded to improve relevance. It may appear that we have reserve funds, but we do not. 2025 is a one election year. A contingency amount was included in case a Primary is required in 2025. A contingency amount was also included for voting equipment replacement due to the end-of-life notice from our equipment vender. This information has already been shared with the City Finance Department. The Memo Only Budget is not required but provides guidance for the commission. Veronica Peoples made a motion to accept the 2025 Proposed Memo Only Budget figures. Robert Potter seconded. Motion carried.

2024 Primary Election – March 19, 2024

Election Judges Election Day Recap – Overall comments were that things went well. There was some slight confusion at one of the polling places due to the addition of an additional precinct because of the elimination of The Farm Bureau as a polling place. All facility staff people were helpful and friendly. The room temperature at Bethel Baptist was very cold. Staff turned the thermostat up with marginal results. We will request that the thermostats be turned up the day before the General Election in November. Due to some construction at The First Church of Nazarene there was a little confusion in getting to the polling place. This situation should not re-occur in November, as construction will be complete. Judges requested more training on closing instructions, free speech, provisional voting and a review of judges pay. The mandarins included as low sugar snacks were a hit. The Fiber One bars were good, but not great. Suggestions for

alternative low sugar snacks include string cheese, peanut packs, trail mix, and fruit. Do not eliminate donuts.

New Business:

2024 General Election – November 5, 2024

Extended Hours – Recommendations

Monday–Friday, 9/26–10/11, 8 AM – 5 PM

Monday–Friday, 10/14–11/4, 8 AM – 6 PM

Saturdays, 9/28–11/2, 1 PM – 5 PM

Sunday, 11/3, 10 AM – 4 PM

Saturday traffic is much slower in the morning. Veronica Peoples made a motion to accept the recommended extended hours for the November Election. Robert Potter seconded. Motion carried.

Equipment Preventative Maintenance – Our equipment vendor has approved our request that they send their most experienced technician to perform the pre-election preventative maintenance on our equipment.

Website – the old information has been removed and new information has been added and will continue to be updated as available.

Legislation – The Illinois General Assembly is in session. Proposed legislation was discussed.

FY 2025 Salaries – This discussion has been postponed to a future meeting to gather additional relevant information.

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

Schedule June meeting—The next commissioners’ meeting was scheduled for June 27, 2024, at 9:00 a.m.

Other: The question of how long a voter has to complete his ballot after the ballot has been given to the voter was revisited. A definite answer has not been ascertained. This will be revisited again in the future.

Veronica Peoples made a motion to adjourn the meeting. Robert Potter seconded. Motion carried. The meeting was adjourned at 9:37 a.m.