

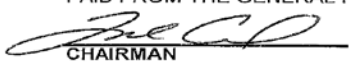
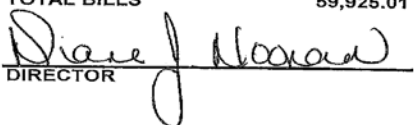
**Butler County Board of Elections
Board Meeting Minutes
June 15, 2015**

The Butler County Board of Elections met on Monday, June 15, 2015, at 9:05 a.m. for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Judy Shelton, Member Bruce Carter, Member Todd Hall, Director Diane Noonan, Deputy Director Jocelyn Bucaro, Administrative Coordinator Donna DeFazio and Secretary of State Regional Liaison Beth Hamad.

Chairman Cloud presented the bills for approval. Member Carter moved to approve the bills; seconded by Member Hall. Roll call:

Chairman Cloud yea
Member Carter yea
Member Shelton yea
Member Hall yea

All in favor; motion carried.

BILLS June 15, 2015		
0100-5460-520000	Office supplies	758.17
0100-5460-521000	Postage	4,684.77
0100-5460-529000	Other mat'l & supplies	5,762.14
0100-5460-530075	Technology support	19,007.76
0100-5460-530150	Membership dues and license	2,472.02
0100-5460-530310	Rental/lease - equip & vehicles	2,358.15
0100-5460-530500	Travel & training	480.00
0100-5460-530550	Employee job related mileage	139.74
0100-5460-536000	Contract services	22,328.66
0100-5460-530250	Advertising	1,058.60
0100-5460-530320	Polling Place Rentals	875.00
		TOTAL BILLS
PAID FROM THE GENERAL FUND		59,925.01
 CHAIRMAN		 DIRECTOR

BILLS
June 15,
2015

OFFICE SUPPLIES (520000)

Office Depot Inc

Office supplies	19.39
Toner Supplies	735.57
Office supplies	3.21

TOTAL OFFICE SUPPLIES (520000) 758.17

POSTAGE (521000)

Butler County Commissioners

1st quarter postage, January-March	4,658.42
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Fedex

March 2015 shipments	26.35
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TOTAL POSTAGE (521000) 4,684.77

OTHER MATERIAL/SUPPLIES (529000)

Bucaro, Jocelyn

Reimbursement, SOS District meeting meals and supplies 5/14/15	104.93
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DeFazio, Donna

Reimbursement, decoration supplies for SOS district Meeting 5/5/15	48.99
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Election Systems and Software Inc

Election day ballots, 5/5/15	1,637.93
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In-house ballots,5/5/15	1,066.85
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Home Depot

Warehouse supplies	56.94
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Kinkaid, Lynn

Reimbursement, election night meals for employees 5/5/15	330.62
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Reimbursement, SOS District meeting meals and supplies 5/14/15	606.03
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Lowe's Companies, Inc

Kitchen microwave	195.02
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Millenium Business System

Election flex b/w and color copies	296.99
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Quality Publishing Company Inc

10 receipt books, CBS	266.54
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2900 poll /precinct change cards and postage	1110.05
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Smith, Mickey

Reimbursement, SOS District meeting meals and supplies 5/14/15	41.25
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TOTAL OTHER MATERIAL/SUPPLIES (529000)	5,762.14
TECHNOLOGY SUPPORT (530075)	
Data Information Management Systems	
Dimsnet maintenance, April 2015	6,300.80
Dimsnet maintenance, May 2015	6,300.80
BCIS	
Network access /user account yearly maintenance 7/1/15-6/30/16	3,400.00
Kronos hardware/software yearly maintenance 7/2/15-7/1/2016	1,879.80
OARnet/Vmware ELA maintenance, 6/1/15-5/31/2016	1,126.36
TOTAL TECHNOLOGY SUPPORT (530075)	19,007.76
MEMBERSHIP DUES AND LICENSE (530150)	
OAEO	
2015 membership dues	2,472.02
TOTAL MEMBERSHIP DUES AND LICENSE (530150)	2,472.02
RENTAL/LEASE - EQUIP & VEHICLES (530310)	
Great American Financial Services Co	
2nd quarter lease/maintenance, 2 sharp copiers	636.15
Pitney Bowes	
Mailing equipment lease and maintenance fees, 1/30/15-4/30/15	1,722.00
TOTAL RENTAL/LEASE - EQUIP & VEHICLES (530310)	2,358.15
TRAVEL & TRAINING (530500)	
Secretary of State	
2015 summer conference, 6/26/15	480.00
TOTAL TRAVEL & TRAINING (530500)	480.00
EMPLOYEE JOB RELATED MILEAGE (530550)	
Gattermeyer, Pamela	
Mileages, early voting to various nursing homes 4/9-4/17	79.56
Harmon, Tiffany	
Mileages, early voting to various nursing homes 4/3-4/17	42.33
Mileages, set-up various polling places 5/4-5/5	17.85
TOTAL EMPLOYEE JOB RELATED TRAVEL (530550)	139.74

OTHER CONTRACT SERVICES (536000)

Bucaro, Jocelyn Reimbursement, online pollworker training via mindflash.com 4/26/15-5/25/15	599.99
Frontier Communications Yearly oxford listing 4/22/15-5/21/15	5.00
Prosource Flex copies and maintenance, 4/1/15-6/30/15	259.67
University Moving and Storage Pick-up/delivery of voting units to all polling location,5/5/15	21,284.00
Wayne Township Hall Polling location custodial services, 5/5/15	180.00
TOTAL OTHER CONTRACT SERVICES (536000)	22,328.66

ADVERTISING (536000-530250)

Cincinnati Enquirer Ad, Director or Deputy Director 4/6/15-5/6/15	1,926.08
Cox Media Group Legal Ad, Midpointe Public Library tax levy	221.10
Legal Ad, Lane Public Library tax levy	214.40
Legal Ad, Edgewood City School tax levy	221.10
Legal Ad, Fairfield Township tax levy	402.00
TOTAL ADVERTISING (536000-530250)	1,058.60

POLLING PLACE RENTALS (536000-530320)

First Baptist Church of Hamilton Rental fees, 5/5/15	100.00
Hamilton Christian Center Rental fees, 5/5/15	150.00
Heartland of Woodridge Rental fees, 5/5/15	50.00
Hilltop Baptist Church Rental fees, 5/5/15	75.00
North Fairfield Baptist Church Rental fees, 5/5/15	150.00
Partners In Prime Rental fees, 5/5/15	75.00

Poasttown First Church of God

Rental fees,
5/5/15 200.00

West Chester Of The Nazarene

Rental fees,
5/5/15 75.00

TOTAL POLLING PLACE RENTALS (536000-530320) 875.00

Chairman Cloud submitted the minutes for April 20th, May 5th, May 18th, and May 20th for approval. Member Carter moved to approve the four sets of minutes; seconded by Member Shelton. Roll call:

Chairman Cloud yea
Member Carter yea
Member Shelton yea
Member Hall yea

All in favor; motion carried.

Director Noonan acknowledged the Receipt of the following Directives, Advisories, and Memoranda from Secretary of State:

Directive

05/19/2015 2015-09 2015 General Voter Records Maintenance Program

Advisory

05/27/2015 2015-02 Minor Parties (Am. Sub. S.B. No. 193 (130th General Assembly))

Memorandum

None

Under Election Business, Director Noonan submitted the list of candidates to certify to the November 3, 2015 ballot. Member Carter moved to certify the candidates; Member Hall seconded. Roll call:

Chairman Cloud yea
Member Carter yea
Member Shelton yea
Member Hall yea

All in favor; motion carried.

Certified JA 6/15/15
Admin. Sign & Date

Butler County Board of Elections
November 3, 2015 General Election
Candidates

Madison Township Trustee- unexpired term ending 12/31/2017

- Brian E. Brooks

Milford Township Trustee

- Russell McMillian

Oxford City Council

- Stephen F. Dana

Oxford Township Trustee

- John Kinne

Trenton City Council

- Richard W. Miller

06/10/2015 8:58:38 AM

Under the Director's Report, Director Noonan acknowledged this as her first board meeting as Director and thanked everyone for their support. Director Noonan shared that on June 10th she attended the new director training in Columbus at the Secretary of State's Office.

She also informed the Board that Governor Kasich signed the H.B.135 to change the March 2016 Primary to March 15th. She stated the biennial budget bill passed the Senate with funding for electronic poll books for all counties in Ohio. They are asking people to call their senators to thank them for their support. Deputy Director Bucaro stated that since we already have electronic poll books, we may be reimbursed for the litigation expenses. However, the funds would go back to the General Fund.

Director Noonan stated that the NCOA (National Change of Address) cards will be in the mail by June 29th. There are 57,226 cards being mailed. Election Services Manager Mickey Smith recently received a non-profit organization permit from the U.S. Post Office so the postage will be \$0.14 cents each. Quality Printing had the lowest bid at a cost of \$0.20 cents each.

On June 8th the Secretary of State Regional Liaison Beth Hamad spoke at the Commissioner's meeting about online voter registration, and Director Noonan and Deputy Director Bucaro were in attendance to give their support for the project. The Commissioners endorsed a letter of support.

Under the Deputy Director's report, Deputy Director Bucaro stated that the Senate had its first hearing on the online voter registration bill. Secretary Husted testified at the hearing. She stated that she was contacting Senator Coley to express support from the Board of Elections as well as the Commissioner's Office.

Deputy Director Bucaro stated that a thank you letter was sent out to all the poll workers who worked the May 5, 2015 Primary/Special Election as well as all the polling location hosts. An online survey was included for the poll workers to complete, and paper survey was included for the polling locations. The paper surveys to the polling locations asked how the delivery process of the equipment went as well as service from the Board of Elections and how the poll workers worked with them. The poll worker survey replies were overwhelmingly positive. It became apparent from the response to the question "What's your primary motivation for serving as a precinct election official?" that most people do not serve for the money but for patriotism or community service. Deputy Director Bucaro stated that information and feedback will be used to help develop better relationships with our poll volunteers to increase retention and recruitment.

Deputy Director Bucaro stated that we have been asking the county IT department for improvements to our website since she arrived at the Board of Elections almost four years ago. Specifically, we are looking to offer the ability for candidates to generate voter reports on our site. Many other counties offer this service and it would save our staff time responding to those public records requests.

We recently met with BCIS Director Eric Fletcher and Administrator Charlie Young and discussed the outstanding request to add this feature to our site before the November 3, 2015 General Election. We mentioned we have been waiting a long time for this and received a candidate complaint last week about this missing feature as well.

Deputy Director Bucaro stated she does not know if the Board would be interested in contracting externally to work on the website redesign work if we cannot get the support we need from the county. She stated we would also like to create a portal for the poll workers to login into with an identification number we would provide them so they could get information about their class time, polling place assignment and who they are working with as well as link to online training. Director Noonan stated they could also change their class time instead of calling into the office. Member Carter stated he would like for us to contact the Commissioners to see if they would bid it out to check on the costs if the IT department cannot do it. Deputy Director Bucaro stated Hamilton County spent around \$25,000 to redesign their website.

Deputy Director Bucaro noted that the Commissioners have offered their support for investments in technology to make us more efficient, and that this investment would qualify. Member Carter stated that the Director and Deputy Director should pursue getting quotes for bidding out the web redesign to be reviewed at the next Board meeting.

Member Hall asked about the proposal for extra parking spaces. Deputy Director Bucaro stated that those will be done next year before October 2016. He stated we will want to start reminding them about it in January 2016.

Member Carter moved to go into Executive Session pursuant to Ohio Revised Code 121.22 (G) (1) regarding personnel issues of hiring and compensation; seconded by Member Hall. Roll call:

Chairman Cloud yea
Member Carter yea

Member Shelton yea
Member Hall yea

All in favor; motion carried.

The Board returned to regular session.

Member Shelton stated the salary amount for Director Diane Noonan given in the Board meeting last month was incorrect. The correct salary is \$89,432 annually.

Member Hall moved to create and offer the Election Technology Specialist position with the Board of Elections to Jay Klein with a salary offer of \$54,000 annually effective June 22nd; seconded by Member Shelton. Roll call:

Chairman Cloud yea
Member Carter yea
Member Shelton yea
Member Hall yea

All in favor; motion carried.

Member Carter moved to approve step increases effective immediately for Mickey Smith to \$61,167, JacRisla McKinnon to \$47,053, Jeanette Inman to \$39,210, Erin Clendenin to \$49,144, Belle Quisenberry to \$49,144 and Mary Tellup to \$39,210; seconded by Member Shelton. Roll call:

Chairman Cloud yea
Member Carter yea
Member Shelton yea
Member Hall yea

All in favor; motion carried.

Member Hall moved to promote Administrative Coordinator Donna DeFazio to Executive Assistant effective immediately with a salary of \$45,000; seconded by

Member Shelton. Roll call:

Chairman Cloud yea
Member Carter yea
Member Shelton yea
Member Hall yea

All in favor; motion carried.

With no further business, Member Hall moved to adjourn; seconded by

Member Shelton. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Hall	yea

All in favor; motion carried.

The meeting was adjourned at approximately 11:10 a.m.

Frank Cloud, Chairman

Diane Noonan, Director

Todd Hall, Member

Judith A. Shelton, Member

Bruce Carter, Member