



ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS

Tuesday, August 6, 2024

10:30 a.m.

**MINUTES**

ATTENDEES

Legislators Jake Brown and Bill Standing.

Commissioners James Wahls and Kelly Johnson.

Guests: County Administrator Jackson Bailey, Deputy Treasurer Katie Chandler, Accountant Laura Schurter, Legislative Clerk Cathy Haskell, Legislative Chair Martha Sauerbrey.

Absent: Legislators Dennis Mullen and Ron Ciotoli.

APPROVAL OF JULY MINUTES

Approval of minutes was initially deferred as a quorum was not present. Legislator Mullen arrived following completion of the Board of Elections report. With quorum present, Legislator Standinger motioned to approve the July minutes for all committee departments, seconded by Legislator Mullen. All in favor. Carried.

FINANCIAL

BOE 2025 Budget Proposal was presented. Several operating budget lines were presented with decreases due to fewer planned elections in 2025. Increases requested for Software Expense and Training/all other. Election Inspector budget transferred from operating to salary part time/seasonal. Capital equipment budget increase to save for voting machine replacements in 2031.

Salary change requests were also submitted by email to the Personnel Officer and Administrative Services Committee.

Year-to-Date Budget Report was presented.

OLD BUSINESS

See July Minutes. Deputy Commissioner Amber Duke and VMT Bruce Layman attended election security workshop & tabletop exercise on 7/25. Deputy Commissioner James Hoover was unable to attend.

## NEW BUSINESS

National Poll Worker Recruitment Day was August 1<sup>st</sup>.

Commissioners to attend NYSECA Summer Conference August 6-9 for training and prep for 2024 general election.

Commissioners registered for upcoming National Tabletop the Vote virtual exercise.

## PERSONNEL

Election Inspector Update: 112 appointed, 85 signed up for training – need 3 more to sign up and train to reach 2024 goal of 200.

Office fully staffed with Election Clerk hired on 7/17.

RESOLUTIONS / PROCLAMATIONS – None

Meeting adjourned.