

Warren County Board of Elections Meeting

September 15, 2011

4:30 PM

MINUTES

Chairman Robert Stead called the meeting to order at 4:30 PM. Board Secretary, Harry Brown, Commissioner Tony Wyhopen, Commissioner Gloria Decker and Bill Duffy, Administrator were in attendance.

The Board reviewed the minutes of the February 16, 2012 meeting. Mr. Brown made a motion that the minutes be accepted. This motion was seconded by Mr. Wyhopen. The minutes were approved by voice vote.

Bill Duffy gave an update to the Board on the vacancy in the Board office. He also spoke about starting to request raises for personnel. Most of the staff is at the lowest pay and Regina especially has been with us for 7 years. This would be done as part of the budget process. The Board agreed.

Mr. Duffy informed the Board that Mike Ma was leaving Avante. He also discussed getting some replacement parts from Avante for the voting machines. The Board suggested that we also look outside of Avante to receive the best prices.

During the summer Lou Cicala and Bill Rockafellow completed maintenance on the voting machines. This included replacing fans, memory and CD Readers. They also replaced the batteries on the mother board for all of the machines.

The Board has received a drawing of the layout for the new warehouse. Mr. Duffy reviewed it with the architect. The Board of Chosen Freeholders must review and approve also.

Mr. Duffy requested that 4 additional workers be hired for Election Day. These 4 would remove the ballot from the envelope for scanning purposes. The Board agreed and would recommend the 4 people.

Poll Worker training has begun and the trouble shooter training was held in August.

In June a letter was sent to Active Voters who have not voted in ten years. This was to try to ensure that these voters still live where their record indicates. There were a total of 2,400 letters. We have received about 10% return so far.

The Board reviewed the 2012 Budget and Gloria Decker made a motion to adopt it. The motion was seconded by Mr. Wyhopen. The vote was 4 ayes- 0 nays. Mr. Duffy will pass the budget to the Finance department for the Freeholders review in their budget process.

The meeting was adjourned at 6:20 PM.