

Takoma Park's board of elections met on 1/16/2020 at 7500 Maple Avenue in Takoma Park, Maryland. Present: Brian Ernst (board chair); Arthur David Olson (board vice chair); Lori Grazio (board member, arrived during course of meeting); Curtis Antonucci (board member); Braima Moiforay (board member; arrived during course of meeting); Kimberly Allen (board member, telephonically); Jessie Carpenter (city clerk); Irma Nalvarte (assistant city clerk); Donna Wright (communications specialist); Matt Ling (ward 2).

Brian called the meeting to order at 7:03 p.m.

We approved the agenda for the meeting.

We approved the minutes of our 1/16/2020 meeting.

Jessie reported no news on a board vacancy; we learned that an application has been submitted. Jessie reported that the county election director has signed the city/county memorandum of understanding. Jessie reported no news on learning the view of county personnel on having Takoma Park early voting in a separate room of the Silver Spring Civic Center. Jessie and Irma reported not having yet sent electronic mail to recruit election workers; four election worker applications have been received. Jessie plans to set training dates for election workers; Jessie will ask board members about availability for training. Jessie noted that the city is an approved entity for students seeking SSL credits.

For the benefit of a new member and a prospect, Jessie mentioned the expectation that board members will serve as chief judges.

Irma reported on a meeting today with the city's communications specialist, Donna Wright. Donna plans to have a logo completed by next week, then work on the election section of the city's web site, then work on fliers. Irma noted dates of the city's upcoming census events. Irma undertook to send mail to board members with the schedule; the hope is that there can be a board presence at census events. Jessie noted that most nearby jurisdictions use their city seal as an election logo. Jessie noted a suggestion to wait until after the 4/28/2020 Maryland primary to do voter outreach (to avoid confusing voters).

We considered documents from the city attorney on election code changes. We agreed to recommend requiring that reports on donations include not only the names of donors but also the total amounts they gave. We agreed to recommend changing "independently collects" to "independent of the candidate collects" in the definition of "political committee." We agreed to ask the city attorney to review whether there is a conflict between the last sentence exclusion to the definition of "contributions" and the definition of "in-kind contributions." Jessie undertook to the city attorney report our general approval of the code change document, along with our questions and recommend changes.

Irma reported that site visits to schools are set for Monday, 2/24/2020; Irma is seeing if a guided tour of the space we'd use at the Silver Spring Civic Center can be arranged on that day. Jessie and Irma undertook to inform our county cousins of the visits, and to notify board members of the schedule for the day.

Irma reported contact with a representative of Unleash Your Activists, volunteering to help with voter registration. The group has asked to register folks at weekly Wednesday events at 7500 Maple Avenue between now and the Maryland primary. Jessie undertook to determine whether the group understood the need for registration efforts (especially those conducted on city property) to be nonpartisan; we agreed that a nonpartisan activity would be fine.

We considered vendors. Jessie expects to have a quote from ES&S on 2/20/2020. Jessie has received a quote from RK Elections for \$13,000 (plus travel and other expenses) for providing and tabulating ballots; RK has no accessible equipment; RK referred Jessie to IVS for accessible options. IVS has not only accessible equipment but also scanning equipment; IVS normally only sells its equipment; the IVS representative is prepared to lease equipment to the city.

Jessie sees a need to speak with IVS customers in Connecticut and Maine. (IVS has done tabulating for Maine absentee ballots; it only provides accessible equipment in other places).

Jessie noted that the Election Assistance Commission (EAC) has certified ranked-choice-voting tabulation software that can determine results from cast-ballot records; open-source tabulation software is also available.

Jessie noted that IVS has a system that allows preparation for voting on a smart phone; it produces an image that can be scanned to produce a printed ballot. We were uninterested in this option given security concerns and the number of changes already looming for the upcoming election. Jessie will determine, given this lack of interest, whether the vendor is still prepared to work with us. If so, the vendor may want to visit us again.

We agreed to forego a presence at the 2/23/2020 Azalea Awards; Jessie undertook to provide fliers and ask for an announcement.

We planned to consider our bylaws at our next meeting, in particular considering officer term limits and limitations on board member activity. Arthur David undertook to send out the bylaws.

We adjourned at 8:51.

Brian Ernst, presiding

Arthur David Olson, recording