

City of Takoma Park  
Board of Elections  
February 9, 2023  
Agenda

1. Call to order.
2. Agenda approval
3. Approval of minutes from January 12th Meeting  
<https://docs.google.com/document/d/1V5tVpH2squ3JDFomWFeubDWabXtFMBxLlyUoi6PpzA/edit?usp=sharing>
4. Review of campaign finance reports  
Update from John on his review.  
Identification of next steps (if any)
5. Election report  
Matt will send under separate cover prior to the meeting.
6. Soliciting feedback from community & candidates  
  
Matt shared copies of previous surveys in December.  
  
[https://docs.google.com/document/d/1X35GYSnO0LOmpx1jpXhH5v7bAX\\_WxC2RCyv5pg6Vnbo/edit?usp=sharing](https://docs.google.com/document/d/1X35GYSnO0LOmpx1jpXhH5v7bAX_WxC2RCyv5pg6Vnbo/edit?usp=sharing)  
  
<https://docs.google.com/document/d/1v8CoNmkuWFlasdy9B8caPVcLxbzZ9JX/edit?usp=sharing&oid=110066527430703794206&rtmpof=true&sd=true>  
  
At this meeting we will have a look at those and determine whether we would like to use them, modify them, or create new tools.
7. Agenda building  
We have a long list of items for thought and /or action.  
Matt indicated that he would categorize the work, prioritize it, and provide short descriptions.  
In the meantime, please review the list and come ready for a discussion of what should come on our agenda and when.
  - Short term
    - Soliciting feedback from community & candidates
    - Development work with KnowInk
  - Longer term
    - Board business & organization
    - Developing internal protocols/procedures
    - Merging elections with County

- Mail-in vs. in-person (with opt-in mail-in)
- Ranked choice voting
- Election auditing
- Build internal protocols for how to investigate and remedy potential violations of Takoma Park Election Code
- Preparing “stock” letters (e.g., Takoma Park equivalent of FEC Request for Additional Information)
- Review of “vote by email” protocol
  - Do we want this and how do we want this to work?
- Build FAQ/knowledge database of how to fill out campaign finance reports
- Simplify campaign finance reporting process?

#### 6. Deferred Items

- Code amendments
  - Candidate registration deadlines (regarding differences for incumbent/challenger)
  - Clarification of use of surplus funds
  - Increasing time between day for last receipt of ballots and certification
  - Adding a provision allowing for confidential voters
  - Adding a provision clarifying Clerk’s discretion in releasing voter list
  - Adding a provision clarifying process for how to handle anonymous donations
  - Clarification of how loans work
  - Clarification of Board’s discretion/authority to issue fines
- Handling voter complaints

#### 8. Other Business

#### 9. Adjourn

Next Meeting: