BOARD OF ELECTIONS FOR NEW CASTLE COUNTY
Carvel State Office Building
820 N. French Street
Wilmington, DE 19801

MINUTES OF BOARD MEETING OF JUNE 6, 2013

Members Present: Mr. Brady, Mr. Krzyzanowski, Mr. Kuhrt, Mr. Lanouette, Mrs. Pase, Mr. Thurrell, Mrs. Williams-Mayo

Staff Present: Mr. Albence, Director
Mr. Sholl, Deputy Director
Mrs. Manlove, State Election Commissioner

1. Mr. Brady called the meeting to order at 7p.m.

2. Mr. Thurrell moved and Mrs. Pase seconded the motion to approve the minutes of the May 16, 2013, meeting. The motion passed unanimously.

3. Mr. Sholl updated the Board on the Department's financial situation. The Department's budget will be a bit tight, but generally on target.

4. Mr. Sholl reported that the Voter Registration Unit is current on all work and informed the Board on the number of registered voters in New Castle County.
   - Jun 1, 2013: 384,562
   - May 1, 2013: 384,936
   - Nov 1, 2012: 388,862

5. Mr. Sholl provided a recap of the Thursday, June 4, 2013, Colonial School District Referendum. A summary of some very minor issues in the administration of the election was reported to the Board. No items reported would impact the result of the elections. The Department recommends that the Board certify the results of the elections. Mr. Kuhrt moved and Mr. Thurrell seconded the motion to certify the results of the June 4, 2013, Colonial School District Referendum. The motion passed 6 for, 0 against, with 1 abstention.

6. Mr. Sholl discussed a recap of voter turnout from recent school referenda and school board elections.

7. Mr. Sholl reported that activity on the Department's website is at expected levels for the season. Site traffic increased around the recent Colonial School District referendum.

8. Mr. Albence reported on the following upcoming elections:
   - Jun 18: Ironworkers 451

9. Mr. Albence updated the Board on recent and upcoming staff training opportunities. He and Drew Brooks will be attending CERA certification classes offered by the Election Center in Charlotte, NC, in late June. Federal funds will cover the costs.

10. Mr. Sholl stated that there has been no recent action on Federal legislation.

11. Mr. Sholl reported on the following legislation introduced in the General Assembly:
    - Election Day Registration bill is out of committee.
    - Action is expected on a bill to require schools to be closed/to hold an in-service day on Primary and Presidential Primary election days.
    - Other bills have been drafted addressing ballot access, residency challenges, and campaign finance issues.

12. Mr. Sholl reported that project to replace door lamp wires on all voting machines continues. This project is approximately 25% complete, but pace will pick up on this following the conclusion of the school and municipal elections season.

13. Mr. Sholl reported that the Department is working with the absentee vendor (Dominion Voting Systems) to replace the ballot printing server, which recently experienced a hardware failure. The replacement server has arrived and needs to be set up and programmed.

14. Mr. Albence reported that progress continues on the project to increase space for voter services at the Department's warehouse. This space will also serve as an alternate operations/disaster recovery site. The project plans have been approved by OMB. The pre-bid meeting will be held July 9, and the bid opening will be held on July 25.

15. Mr. Sholl updated the Board on recent office equipment (printer/copier/fax) upgrades, which entail a three-year lease agreement on these new multi-function units.

16. Mr. Sholl reported on the continued development of a statewide voter portal that would permit true online registration and automation of many absentee voting functions. Development and testing is continuing, and this could be rolled out in the next two to three months.

17. Mr. Albence reported that the Department is developing a Continuity of Operations plan under the guidance of DTI. The Department should complete the process in early 2014.

18. State Election Commissioner Comments:
    - Commissioner Manlove reported that progress is being made on hiring an Executive Director for the ERIC program.
    - No movement has occurred on the Election Day Registration legislation.
    - Work continues on ensuring standardized procedures statewide for election administration.

19. Old Business: None

20. New Business:
    - Next meeting: **Tuesday, October 1, 2013,** at the Department's offices.

21. Board Removals & Birth Date Corrections:
    - Mr. Thurrell moved and Mrs. Pase seconded the motion to:
      - Remove 28 people from the voter registration rolls because they moved out of state.
      - Remove 253 people from the voter registration rolls because they have verified that they no longer live in Delaware.

    Motion passed unanimously.

22. Mr. Thurrell moved and Mrs. Pase seconded the motion to adjourn the meeting. Motion passed unanimously.

Respectfully submitted,

Paul Lanouette

Paul Lanouette
Secretary