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**To:** Members, Burlington City Counsel  
**From:** Board for Registration of Voters  
**Date:** July 8, 2013  
**Re:** Annual Report for 2013.

The Board for Registration of Voters receives its authority from the Burlington City Charter, Section 42, and Vermont Title 17, #106 and #107 of the Vermont Statutes Annotated.

It is our primary responsibility to maintain the Burlington City Voter checklist. All additions, deletions and changes must be approved by a majority of Board members at a publicly warned, open meeting. The Board currently has nine positions authorized and is currently fully staffed. The usual meeting time is the first Tuesday of the month at 6:00 PM in City Hall.

In addition to checklist maintenance, the Board provides the City Clerk with a certified entrance checklist for all local elections. A copy of the checklist is also provided to Superior Court for use in jury duty selection.

On election days in March, August and November (and any special elections of the city), members of the Board are stationed at each of the seven Ward polling places. The purpose is to assist voters in matters concerning voter eligibility, checklist corrections and address changes. The Clerk of the Board and other city personnel provide support at City Hall on election days.

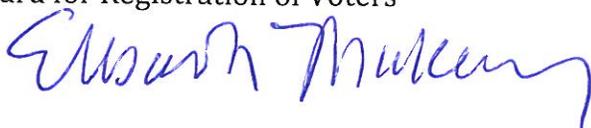
Other activities of the Board include voter registration and education at local high schools and new U.S. citizen ceremonies. We are currently revising our By-Laws. We added information about Voter Registration on the City web site. In addition we are developing a handbook of our forms and how to accurately complete them for orientation and training purposes.

In the year 2013 the Board registered 5074 new voters, deleted 2138 and changed address/name information on 2275 records. 17,383 voted in the general election. The new District, Street, and Ward lists have been corrected.

Using portable laptop computers, provided by the city, at each polling place continues to be helpful. Access to the statewide voter checklist enables us to expedite problem solving. Kathy Dunn continues to provide support to the Clerk of the Board and training on the computers for board members.

We continue to communicate with the Secretary of State's office in order to improve the voter registration process and clarify the issue of the availability of judges on Election Day.

**Submitted by** Elisabeth Mickenberg, Chair  
Board for Registration of Voters



BRV Board Members

Matthew J. Gile

~~Michelle [Signature]~~

Katherine Miles

Helen G. Poch

Janet Hicks

Amira OBM Cattrey

Lenore Broughton

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