

BOARD FOR REGISTRATION OF VOTERS

MEET: Time 6:00            6/1/2021

DRAFT

Where: Remote and Virtual via Zoom

**Present:** Elisabeth Mickenberg, Jim Rader, Helen Rock, Larry Granillo, Kate Baldwin, Martha Gile Lenore Broughton, Ariana Cano, Michelle Lefkowitz, Annie Schneider, Grace Grundhauser

**Absent:** Charles Cashatt, Youth Member Rebecca Cunningham

**Also Present:** Amy Bovee, Assistant City Clerk

**Meeting called to order by Chair Lis**

**Agenda:** The agenda was adopted unanimously as presented.

**Meeting Length:** The meeting length was set for 1 hour.

**Minutes:** Jim Rader noted a typo in the spelling of the word “purview”. Larry Granillo noted that he was not present at the meeting and requested a correction to the minutes to reflect this.

Jim Rader made a motion to approve the minutes as amended, seconded by Grace Grundhauser. The motion passed unanimously.

**Public Comments:** None

**Approval of Applications:** Amy Bovee reported: May - New Registrations 115, Transfer out of Town 105, Purged 137.

Michelle Lefkowitz mad a motion to accept the numbers as presented, seconded by Helen Rock. The motion passed unanimously.

The Board had a discussion about reviving the process of having Board Members come to City Hall to approve applications. The Board agreed to do this weekly and set the following schedule: June 7 – Larry, June 17 – Helen, June 24 – Kate, July 1 – Grace, July 8 – Annie, July 15 – Helen, July 22 – Michelle, July 29 - Martha

**Clerk's Report:**

Amy Bovee reported that new Board members would be appointed at the June 28 City Council meeting. She also noted that there will be a special election to fill the vacant Ward 3 City Council seat on August 17.

**Discuss Summer Meeting Schedule:**

The Board agreed to cancel their July meeting.

### **Discussion of Board Mission**

The Board reviewed their draft “Rules and Procedures” document. Helen Rock requested that links to State Statute and the City Charter be included in the document for easy reference. The Board reviewed their remaining unapproved paragraphs titled “Warnings of Meetings” and “Special Meetings”. The Board agreed to add a sentence to each paragraph noting that the processes described are in accordance with Open Meeting Law. Grace Grundhauser made a motion to accept the language as amended, seconded by Jim Rader. The motion passed unanimously.

Annie Schneider raised a question about whether this document contained enough detail to clearly delineate exactly what types of activities the Board should and should not engage in. The Board had a discussion about this topic and agreed to revisit the paragraph titled “Purpose” at the next meeting.

Kate Baldwin suggested that they Board could create a process where they review this document annually. Amy Bovee suggested doing that in the first meeting after new Board members are appointed each year.

### **Discussion of Board Member Conduct**

The Board did not address this agenda item and agreed to discuss it at the next meeting.

The Board agreed to discuss preparation for the August Election at the next meeting.

Michele Lefkowitz made a motion to add a discussion of the mission of the board and conduct of members to the next meeting agenda, seconded by Grace Grundhauser. The motion passed unanimously.

On a motion by Grace Grundhauser, seconded by Lenore Broughton, the meeting was adjourned at 6:56pm.

Respectfully Submitted By:

Amy Bovee, Assistant City Clerk