



BOARD for REGISTRATION of VOTERS

City of Burlington

City Hall, Room 20, 149 Church Street, Burlington, VT 05401

Voice (802) 865-7137

Fax (802) 865-7014

TTY (802) 865-7142

AGENDA
FOR MONTHLY MEETING OF
THE BOARD FOR REGISTRATION OF VOTERS
Tuesday, December 1, 2015
6 pm
Burlington Police Department
1 North Avenue
Community Room

1. Agenda
2. Set Meeting Length
3. Minutes
4. Public Comments
5. Approval of Applications
6. Clerk's Report
7. Member's Report
8. Review/Re-do Application signing schedule
9. New Business
 - a. Approval of Bylaws – Update
 - b. Review Subcommittee's Training Scripts
 - c. Voter Registration Outreach
 - d. Discuss Job Description

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BOARD FOR REGISTRATION OF VOTERS

MEET: Time 6:00 12/1/2015

Where Community Room, Burlington Police Department

Present: Elisabeth Mickenberg, Michelle Lefkowitz, Charles Cashatt, Janet Hicks, Kathy Chasan, Helen Rock, Alex Farrell

Absent: Martha Gile, Lenore Broughton, Katherine Miles

Also Present: Amy Bovee

Meeting called to order by Chair: Elisabeth @ 6:04 p.m.

Agenda: Motion made by Charles Cashatt to accept Agenda with an added discussion to item 8 to review the new process for approving applications, seconded by Kathy Chasan. Motion passed unanimously.

Meeting Length: The board agreed that the length of the meeting would be 1 hour.

Minutes: Motion made by Helen Rock to approve the minutes, seconded by Kathy Chasan. Motion passed unanimously.

Public Comments: Lis Mickenberg spoke on behalf of Curtiss Reid of Vermont Partnership for Fairness/Diversity about how the Board handles situations when a person is disabled and unable to fill out the application or does not speak English. The Board discussed the fact that there is nothing that prohibits a Board member or any other person from assisting someone with completing a form. Many people with disabilities have adaptive devices available to help them with things like completing forms. They also discussed resources available through Vermont 211 and the Community Health Center. The Board agreed to continue to investigate options.

Approval of Applications: Amy Bovee submitted: November: new voter registrations 250, purged 24, transferred out of town 125.

Motion made by Michelle Lefkowitz to accept the numbers, seconded by Charles Cashatt. Motion passed unanimously.

Clerk's Report: Amy Bovee reported that she has continued working with the State's new voter registration system and its functionality has been improving. The City will be meeting with the Secretary of State's Office to work out remaining issues. At that time, she will also request that they create read-only log-ins for Board members. The Board agreed to have a training session at their next meeting.

Member's Report: No report

Review Application Signing Schedule

The Board set their approval schedule for January:

January 1 – Holiday, January 5 – Alex, January 8 – Kathy Chasan, January 12 – Janet, January 15 – Charles, January 19 – Lenore, January 22 – Lis, January 26 – Helen, January 29 – Michelle

New Business

- a. Review Bylaws:** Lis Mickenberg reported that the bylaws have been sent to legal but the review is not yet complete.
- b. Subcommittee Report:** Charles Cashatt stated he will incorporate role playing scenario into the VEMS training at their next meeting. He and Amy Bovee will meet to plan this.
- c. Voter Registration Outreach:** Lis Mickenberg reported that the voter registration drive at City Hall on tax day had low numbers. The Board agreed to look into the possibility of holding a drive at the indoor Farmer's Market or City Market. Charles Cashatt suggested that the Board could maintain a Facebook page as a method for getting information out to more voters. The page would not allow users to comment. The Board could post information about how to register, when to vote, and link people to the City's website. Amy Bovee agreed to find out if the City has a policy about Facebook pages.
- d. Discuss Job Description:** No report.
- e. Next Meeting:** January 5, 2016 @ City Hall, Conference Room 12 at 6 p.m. ***This will be a two hour meeting to allow VEMS training and role playing scenarios for voters.**

Adjourn: The meeting was adjourned at 7:10pm.

Respectfully Submitted By:

Amy Bovee

B.R.V. Staff