



BOARD for REGISTRATION of VOTERS

City of Burlington

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AGENDA
FOR MONTHLY MEETING OF
THE BOARD FOR REGISTRATION OF VOTERS
Tuesday, October 5, 2021
6 pm

In Person – Community Room **Police Department**

1. Agenda
2. Set Meeting Length
3. Minutes
4. Public Comments
5. Approval of Applications
6. Clerk's Report
7. Application Signing Schedule
8. Discussion of Board Mission

*****Please let Amy or Lis know if you will not be attending the meeting*****

BOARD FOR REGISTRATION OF VOTERS

MEET: Time 6:00 10/5/2021

Where: Outside, Police Department, 1 North Ave.

Present: Elisabeth Mickenberg, Helen Rock, Larry Granillo, Michelle Lefkowitz, Jim Rader, Lenore Broughton, Mike McGarghan, Grace Grundhauser, Martha Gile

Absent: Charles Cashatt, Thea Knight, Kate Baldwin, Annie Schneider, 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: Michelle Lefkowitz requested a correction to typos in the minutes. Lenore Broughton noted that she was not present at the last meeting but was listed as having seconded the motion to adjourn and requested a correction. Helen Rock made a motion to approve the minutes as amended, seconded by Jim Rader. The motion passed unanimously.

Public Comments: None

Welcome New Member: Lis Mickenberg welcomed Mike McGarghan as the newest member of the Board for Registration of Voters. She also noted that Thea Knight had been appointed to the Board but was unable to attend this meeting.

Approval of Applications: Amy Bovee reported: September - New Registrations 275, Transfer out of Town 139, Purged 55

Michelle Lefkowitz made a motion to accept the numbers as presented, seconded by Martha Gile. The motion passed unanimously.

Clerk's Report:

Amy Bovee reported that fall Special Election has been rescheduled from November 9 to December 7. Ballots will be mailed to active, registered voters by October 22. Jim Rader inquired what items would be on the ballot. Amy Bovee reported that there will be two bond items- one for capital projects and one for the Burlington Electric Department.

Amy Bovee also reported that the Clerk/Treasurer's Office has hired a staff person, Sarah Montgomery, to assist with Elections and staffing the Board. Sarah will begin work on November 1.

Application Signing Schedule:

The Board set the following schedule for the Month of October: October 7 – Grace, October 14 – Martha, October 21 – Jim, October 28 – Martha

Discussion of Board Mission

Michelle Lefkowitz provided a history of the process that went into creating this document. Board members had agreed to revisit this document annually and specifically to revisit the “Purpose” section. Mike McGarghan inquired how the Board could revisit this document if they wanted to make changes in the future. The Board agreed that the document could be revisited at any time on a motion by the Board, and that it would be reviewed annually at the September meeting. Grace Grundhauser made a motion to adopt the “Purpose” section as written, seconded by Lenore Broughton. The motion passed unanimously.

The Board also discussed a process moving forward to finalize the draft “Guidelines for Election Day” document. Michelle Lefkowitz, Grace Grundhauser, and Lis Mickenberg agreed to meet before the next Board meeting to update the draft of the document. Board members also expressed a desire to have documents available in a central location. Amy Bovee agreed to create a webpage and post documents to it to make them available to the Board.

On a motion by Jim Rader, seconded by Grace Grundhauser, the meeting was adjourned at 6:47pm.

Respectfully Submitted By:

Amy Bovee, Assistant City Clerk