



**ROVAC BOARD MEETING MINUTES
FEBRUARY 16, 2017
NEWINGTON**

Members Attending: Melissa Russell, Lisbeth Becker, Darlene Burrell, Karen Cheney, Tim DeCarlo, Lou Dicio, Pete Gostin, Sue Larsen, Anne-Marie Mastroianni, & Kevin McCauley.

Ex-Officio Member Attending: None

Non-Members Attending: None

Meeting was called to order by President Melissa Russell at 10:01 AM

I. Minutes from last meeting: (January 25, 2017)

Sue L moved to accept / Anne-Marie M seconded.

(1) Abstention: Karen C

Minutes approved.

II. Treasurer's Report:

Pete G reported that the checkbook as of February 16, 2017 had a starting balance of \$76,201.62 and with income of \$2,920.00 and expenses of \$14,879.81, left us a current balance of \$64,241.81.

Total outstanding checks: \$0

Judi Beaudreau Fund (Savings) balance: \$845.94

Expenses breakdown discussed and clarified.

Outstanding Checks/Charges: \$0

Pete G also reported on establishment of Conference Chair Account. To include a debit card, had to create a checking account that requires a minimum balance of \$1,000.

III. County Reports:

- **Fairfield:** No Report
- **Hartford:** Darlene B reported next meeting is March 14, 2017 and has asked new Deputy SOTS, Scott Bates, to be guest speaker.
- **Litchfield:** No Report

- **Middlesex:** Karen C reported a March meeting will be scheduled.
- **New Haven:** No Report
- **New London:** No Report
- **Tolland:** No Report
- **Windham:** No Report

IV. Committee Reports:

- **Conference:** Melissa R reported for Chris P that there is progress being made on Spring Conference. Pete G asked if contract signed for Fall Conference yet (Wyndham Southbury). Chris P is still negotiating, so it's still pending.
- **Education:** Melissa R spoke on behalf of Committee Chair that meeting attendance is improving and coordinating with Technology Committee to nail down itinerary for Conference.
- **Technology:** Lisbeth B reported meeting on January 26th (Minutes posted to website) & February 15 in conjunction with Education Committee and Ted Bromley. Hammering out some issues generated at January meeting concerning best practices. SOTS will not support ENR for 2017 General Election. Need to work out issues prior to relaunching. Working on defining (from a tech point of view) to recognize Small, Medium and Large size towns. DMV registrations discussed in detail and improvements hoping to be realized. Duplicate Voter List will be a big focus. Best practices in regard to CVRS discussed and will be part of Conference agenda in coordination with Conference Committee. Simulcast capabilities will be investigated to help enhance this presentation. Ted Bromley and Ann Kilby will be presenting together. Bernie Liu will speak on where to find information on CGS and regulations on SOTS Day to alleviate the call volume at SOTS. Suggestion that County Chairs become first line of contact for their respective towns/registrars to ask questions or look for reference locations. Will be emphasized at ROVAC New Registrars Day and at Conference. Tim D shared information of his request of SOTS prior to last election to run a disk file for people that had first name changes only and over 700 voters were found statewide. This is a great incentive for SOTS to concentrate efforts on tweaking CVRS to help lessen the mistakes being made. Dialogue boxes and flagging prior to being allowed to process further are a couple suggestions.
- **Handbook:** Darlene B reported that she received responses on recommendations to handbook changes. FOIA redaction interpretation requested, however, since SOTS and FOIA do not agree on interpretations of the Law, there are no definitive answers to cite in Handbook at this time.

- **Legislative:** Sue L reported meeting with Town Clerks Association with Melissa R on February 15th. Productive meeting, talked about their legislative priorities. Clerks are looking for more administrative access with CVRS in order to restore Inactive voters themselves without coordination with registrars with regard to Absentee Ballots. ROVAC position is to resist that option and discuss further that this should not be one of the Clerks pushes for legislative change. Early voting was also discussed by means of mail-in form of election. Clerks would like to have live tabulators placed in Clerk's offices to allow that form of early voting, as they feel would be more convenient for them and registrars to process. ROVAC position is to advocate against this. Clerk's looking to eliminate inner envelope of ABs. New design will allow for this and help reduce rejection rates. ROVAC Day at Capitol will be April 12th from 1 – 3 PM.
- **Ways & Means:** No Report

V. Old Business:

Certification Update – Anne-Marie M reported classes are moving along well with additional teachers. Close to signing a third teacher, Attorney Richard Roberts. Looking to finalize final exam process in March in order to have certificates available to handout at Spring Conference. Fee of \$45 is still likely for open book style of final exam. May design an annual or bi-annual final exam date to allow for a consistent testing process year after year.

New Registrar Day – Melissa R reported that the event will take place in Vernon on Saturday, March 4, 2017 from 9 AM – 4 PM at 375 Hartford Turnpike, which is location of Chris P's office. Firm request that all Board members attend to be a part of and introduce to new registrars. Board members will partake in program presentations. Printed handouts of Handbook will be available. Melissa R will send mass email RSVP invitations to all new registrars. Approximately 63 new registrars will be anticipated to attend. Place any informational/reference items on County Pages (if County has one) to assist in the gathering process of registrars.

Stipend for Conference & County Chairs – Lou D motioned to take tabled motion off table. Tim D seconded. Motion carried for discussion. Discussion ensued. Lou D motioned to re-table until next meeting, so Fred D can expand on and explain his position and continue discussion at that time. Karen C seconded. Motion carried.

VI. New Business:

2017/2018 Budget Proposal – Sue L handed out 2017/2018 Budget Proposal for discussion. Kudos to Budget Committee for diligent work. Discussion ensued on line items.

Any Other Business to come before the Board:

Moderator Certification Training – Darlene B trying to coordinate a class for eastern part of State. Will attempt contacting Bill Giesing to set up a class in his County. In the Franklin or New London area. Expressed clarification needed for host towns that they are responsible for securing location and providing audio/visual equipment.

VII. Adjourn:

Motion to adjourn made by Sue L and seconded by Tim D at 11:05 AM.
Motion Approved.

Respectfully Submitted,

Kevin McCauley
Secretary