



**Board of Supervisors of Elections  
Minutes  
Diamondback Conference Room  
Tuesday, April 23, 2019 8:00 a.m.**

**Boardmembers Present:** Chair Lois Neuman, Graham Johnson, Stephen Weiner, Robert Kurnick, Sofya Orlosky

**City Staff Present:** City Attorney Debra Daniel, Sr. Assistant City Attorney Jodi Schulz, City Clerk/Director of Council Operations Sara Taylor-Ferrell, Deputy City Clerk Niles Anderegg, Election Specialist Judy Penny, Director of Communications Marylou Berg, IT End User Services Manager Janet Hare, Web and Digital Manger Tatum Walker

**Convene and Welcome**

Chair Neuman convened meeting at 8:05 a.m. and welcomed all those present.

**Approval of Minutes**

**Motion:** Minutes for April 2, 2019 approved as amended.

Moved by Boardmember Weiner, seconded by Boardmember Orlosky, and approved unanimously.

**Questions to the Board**

There were no questions to the Board.

**Review of Annual Campaign Finance Reports**

The Board reviewed the final edits of the electronic version of the Campaign Finance Reports for posting on the City Website.

**2019 Election Update**

The Board received a handout showing results of the usability testing performed at the Senior Center, Thomas Farm, and VisArts from the Communications Department. Approximately 16 people participated in the testing. Activities included ease of website navigation and keywords used to locate information on the website. Second mailing – the goal is to finalize the wording and layout at the May 15 meeting and mail the postcard May 31, 2019.

The Board and staff will continue to work on selected Frequently Asked Questions for posting on the City Website.

The Board signed up for shifts at the Election Booth for Home Town Holidays on May 25 and 26, 2019.

**Old/New Business**

No old business.

**Future Meeting**

May 15, 2019 - BSE Meeting (6:00 p.m. - 8:00 p.m.)

June 6, 2019 - BSE Meeting (6:00 p.m. - 8:00 p.m.)

**Adjournment**

There being no further business, the meeting adjourned at 10:00 a.m.

**Motion:** to adjourn.

Motion to adjourn was made by Boardmember Orlosky, seconded by Boardmember Weiner, and approved unanimously.