

Monroe County Board of Elections  
September 2, 2021 1:00 pm  
Bloomington, Indiana 47404  
(812) 349-2690

Zoom Meeting:

<https://monroecounty-in.zoom.us/j/81548418306?pwd=MnU4b0p0Ni9aeVowRTZySFpGZHVYZz09>

Meeting ID: 815 4841 8306  
Password: 552782

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 815 4841 8306

I. Call to Order (Chair)

II. Approval of Minutes of August 5 Zoom Meeting (Election Board)

III. Old Business

A. Outstanding Fines and Board Actions

1. Status, Judge Valerie Haughton - \$225 (25%) fine (Hal Turner, Nicole Browne)
2. Status, Ryan Maloney - \$100 fine + \$100 penalty (Nicole Browne, Karen Wheeler)
3. Establishment of policy for all future fines by the Board of Elections for violations of election regulations (Sherry Morris)

B. Potential Voter Fraud Allegation

1. Update on State Police Investigation (Karen Wheeler)

C. Statewide Voter List Maintenance Card Mailing - update (Karen Wheeler)

D. Future Election Logistical Needs – Update (Nicole Browne)

**E. Bd of Elections Policy on Public Meetings – Approval Vote (Board)**

***See Attachment***

F. Richland Precincts (Karen Wheeler)

1. R1-R8 have previously been split into town and county. R1, R2, R8 will always be town, so elimination of county designation for these will eliminate the need for 3 ballot styles
- G. “Re-Precincting” Review – Due August 11 Deadline (Karen Wheeler)

#### IV. NEW BUSINESS

- A. Public Comments
- B. Next County Election Board Meeting – October 7, 2021 1:00 pm

#### V. MOTION TO RECESS OR ADJOURN

### **Monroe County Election Board Policy Regarding Public Meetings September 2, 2021**

**This policy for the Monroe County Election Board follows the County Board of Commissioners policy regarding the conduct of hybrid Board meetings where both in person and electronic attendance is possible. This defines procedures to help make the work of the Election Board more transparent and easily understood by the members of the Board as well as the public that is served.**

**This policy pertains to regularly scheduled Election Board meetings (and does not apply to work sessions, emergency meetings, special meetings or executive sessions by the Board).**

**The following policies are adopted by the Monroe County Election Board:**

1. Election Board hybrid meetings will be conducted, when possible, to allow for attending, viewing, listening and participating by members of the public.
  - a. The public is welcome to attend any meeting in person.
  - b. The public is welcome to attend any meeting electronically and have simultaneous “live” access. Unless directed otherwise, the Board will work with the Technical Services Department to help facilitate the electronic portion of Board meetings.
2. Meeting notices shall be posted publicly as required by law. Notices will include details on meeting time, in person location, how to attend electronically and the agenda. Last minute changes will be announced as soon as is possible.

3. Election Board meetings will provide opportunities for public comment as Agenda topics are discussed and prior to the close of a meeting for additional relevant comments. If needed, time limits shall be set by a majority of the Board and announced publicly by the Board.
  - a. Any member of the public sharing a comment, whether in person or electronically, should begin with the speaker stating their name.
  - b. If attending in person, speakers will be asked to sign in with their name and phone number. If attending electronically, speakers will be asked to provide their name and phone in the notes area of Zoom to be available to Board members.
4. All votes taken during a meeting will be by roll call vote.
5. Election Board members are expected to attend meetings in person whenever possible. In person attendance helps to facilitate communication, discussion, decision-making and voting. On occasion, a Board member may be unavailable to attend in person. These options are listed in order of preference:
  - 1) In person proxy to attend the meeting in person.
  - 2) Board member to attend the meeting electronically. This member is considered attending and able to vote if the member can be seen and heard.
  - 3) Electronic proxy to attend the meeting electronically for the unavailable Board member.
6. If a Board member is unavailable to attend a meeting in person, a written notice is needed to communicate their plan (i.e., in person proxy, electronic attendance or electronic proxy). The notice is to be delivered to Board members at least 48 hours before the start of the meeting, if possible, to ensure a quorum and finalize the meeting plan. Flexibility may be needed for fairness to all Board members. If a proxy, contact information should be included.
7. For a quorum, two of the three Board members (or their proxy) shall attend in person. Fewer than two attendees in person is not a quorum even if other Board members are attending electronically. If there is no quorum, the meeting may not be held.
8. Board members shall attend in person if the Board is attempting to take final action to (1) adopt a budget, (2) conduct a hearing, (3) approve a resolution, (4) establish a policy or (5) establish a fine or penalty.
9. A "Consecutive-50" policy is agreed for Board attendance at each regularly scheduled meeting unless a written memo is provided to the Board Secretary indicating that one of these reasons applies: (1) military service, (2) illness or other medical condition, (3) death of a relative, or (4) an emergency involving actual or threatened injury to persons or property.
  - a. A Board member shall not attend more than two consecutive meetings electronically (themselves or with an electronic proxy) in a calendar year.
  - b. A Board member shall attend in person at least 50% of meetings (themselves or with an in-person proxy) in a calendar year.

10. In case of an emergency meeting or another meeting that is not a regularly scheduled meeting, a Board member may attend electronically if unavailable in person and will be considered present to establish a quorum if the member can be both seen and heard.
11. Any technological failure that disrupts or prevents simultaneous communication among Board members or proxy does not prevent the Board from conducting the meeting or affect the validity of any action taken as long as a quorum is able to participate, and the voting requirements of the Board are met.
12. Meeting minutes will document Board member (or proxy) attendance either in person or electronically. Minutes will document public comments made in person or electronically. Minutes approved by the Board are stored publicly on Monroe County Government website.
13. Electronic records of recorded Election Board meetings may be available to the public for viewing through Community Access Television Services (CATS) in Bloomington (catstv.net). Live broadcasts may also occur for Board meetings.
14. Election staff members may participate electronically in meetings when there is no actual need to attend in person. Board members may request the in-person presence of staff members for any Board meeting.

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