

ELECTION BOARD
MONDAY, MARCH 31ST, 2008

MINUTES

CALL TO ORDER

Meeting was called to order by the Chairperson, Denise Petoskey at 6 p.m.

ROLL CALL

Denise Petoskey, Chairperson	Present
Eleanor Barber, Vice-Chairperson	Present
Carol Quinones, Secretary/Treasurer	Present
Alice Hughes, Board Member	Present
Martin VanDeCar, Board Member	Present

APPROVAL OF AGENDA

Motion made by Martin, supported by Eleanor to approve the agenda as written and presented. Motion read back by the Secretary. 5 yeas Motion carried.

APPROVAL OF MINUTES

Motion made by Alice, supported by Denise to approve the minutes of March 14th, 2008 as written and presented. Motion read back by the Secretary. 5 yeas Motion carried.

OFFICERS' REPORTS

CHAIRPERSON

Denise reported that she spoke with Election Services and they will request an up-dated enrollment list as soon as they receive our voter registration list. Denise will pull that information and send it to them. They will then send us the up-dated data information. We will then work on our next mailing. Denise presented us with copies of the budget modification that itemizes our budget for 2008.

Motion made by Eleanor, supported by Martin to accept the verbal and written report of the Chairperson. Motion read back by the Secretary. 4 yeas 1 abstained (Denise) Motion carried.

VICE-CHAIRPERSON

Eleanor reported that we received 60 returns for undeliverable mail. Carol took the ones that we can resend because the forward order had expired and will resend them. Bill Denemy will be meeting with Frank to talk about our office issue. Eleanor completed 300 more files.

Motion made by Alice, supported by Carol to accept the verbal and written report of the Vice-Chairperson. Motion read back by the Secretary. 4 yeas 1 abstained (Eleanor) Motion carried.

SECRETARY/TREASURER

Carol reported that she resent 15 voter registration cards. She received 2 phone calls from members inquiring if they had registered. Both members were registered and should have received their cards. Carol prepared the information for this meeting.

Motion made by Eleanor, supported by Martin to accept the verbal and written report of the Secretary/Treasurer. Motion read back by the Secretary. 4 yeas 1 abstained (Carol) Motion carried.

OLD BUSINESS

1. Registered Voter Up-date----1,130 registered voters
2. Community Meeting Up-date

Motion made by Carol, supported by Denise to purchase buttons for the kids for the Community meeting from Zimys. Motion read back by the Secretary. 5 yeas Motion carried.

Old Business cont.

3. Up-date of Information from Enrollment
This was part of the Chairperson's report.

NEW BUSINESS

1. Monthly article for Odawa Trails
Carol volunteered to do an article for the Odawa Trails.
Martin will get the deadlines for the next submission and e-mail them to Carol.
2. Procedures Manual
We will set some work sessions in the near future to work on the completion of the procedures manual.
3. Work Session to organize our files and office
Motion made by Martin, supported by Denise to schedule a Work session for Saturday, May 24th from 10 a.m. to 3 p.m. to Work on our files and office. Motion read back by the Secretary. 5 yeas Motion carried.

ANNOUNCE THE DAT OF THE NEXT MEETIN/WORK SESSION

MONDAY, APRIL 21ST, 2008 at 6p.m.

ADJOURNMENT

Motion made by Carol, supported by Martin to adjourn at 7:30 p.m. 5 yeas Motion carried.

Minutes approved as written and presented_____

Minutes approved as amended/corrected_____

Carol Quinones. Secretary/Treasurer

