

**LTBB ELECTION BOARD
FRIDAY, JANUARY 9, 2009**

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 Martin to approve the minutes of December 19, 2008 as corrected by changing fro to for. Motion read back by the Secretary. 5 yeas Motion carried.

OFFICERS' REPORTS

Chairperson

Denise reported that she had received a request from Tribal Chairperson Ettawageshik for a Voter's Registration list. She sent him a request form to fill out for the information. She presented us with copies of the proofs for the call to election notices. She received a request from Catherine Laba for a copy of the Candidate Nomination petition. She fulfilled the request. Motion made by Eleanor, supported by Carol 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 collected the mail. We received 8 undeliverables, 24 Voter Registration forms that can be processed and 5 that need additional information. She gave Carol the five that needed additional information. She received 2 requests for the Registered Voter list. She filled the requests. People are inquiring as to when they will receive their Call to Election Notices. She told them they should be arriving anytime now. Motion made by Martin, supported by Denise to accept the verbal and written report of the Vice-Chairperson. Motion read back by the Secretary. 4 yeas 1 abstained. Motion carried.

Secretary/Treasurer

Carol reported that she has been receiving inquiries about the Call to Election Notices. She received 2 inquiries about how to fill out the Voter Registration form and what needs to be sent with it. She sent out 5 letters to those who needed identification in order to process their voter registration forms. Copies of the letters were left in the office along with the forms. She prepared the information for this meeting. Motion made by Alice, supported by Eleanor 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 ---- 1,260 as of 01-09-2009**
- 2. Procedures Manual**
Motion made by Eleanor, supported by Denise to approve and adopt the Election Board Procedures Manual. Motion read back by the Secretary. 5 yeas Motion carried.
- 3. Election Services Contract---- Still no contract**

NEW BUSINESS

- 1. Call to Election Up-date**
The notice was not mailed on January 5th, as scheduled due to a problem with Automated Election Services. It should go out on the 12th.

OTHER BUSINESS

Motion made by Carol, supported by Martin to approve mileage and stipend for the office hours of February 9, 2009 to accept Voter Registrations to meet the deadline for the Primary Election. Motion read back by the Secretary. 5 yeas Motion carried.

Motion made by Eleanor, supported by Denise to approve a PO for Integrity for office supplies in the amount of \$800.00. Motion read back by the Secretary. 5 yeas Motion carried.

ANNOUNCE THE DATE OF THE NEXT MEETING/WORK SESSION

Regular Meeting --- January 23, 2009 at 6 p.m.

ADJOURNMENT

Motion made by Martin, supported by Alice to adjourn this meeting at 8:30 p.m. 5 yeas. Motion carried. Meeting adjourned at 8:30 p.m.

Minutes approved as written and presented_____

Minutes approved as corrected/amended_____

Carol Quinones, Secretary/Treasurer