



STATE OF DELAWARE
BOARD OF ELECTIONS

OFFICE OF THE STATE ELECTION COMMISSIONER
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Dover, DE 19904
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<http://ivote.de.gov>

Minutes of November 9, 2015 State Board of Elections Meeting

Members Present:

Mr. Chambers, [R]-Wilmington
Mrs. Pugh, [D]-Sussex County
Mrs. Sandstrom [D]-Kent County
Mr. Smith [D]-Wilmington
Mr. Sterling, [R]-New Castle County, At-Large
Mrs. Tatman, [R]-Sussex County
Dr. Warfield, [R]-Kent County
Mrs. Whittington [R]-New Castle County
Mrs. Williams-Mayo [D]-New Castle County, At-Large

Staff Present:

Mr. Albence, Director, New Castle County Office
Mr. Greig, Deputy Director, Kent County Office
Comm. Manlove, State Election Commissioner
Mr. McDowell, Director, Sussex County Office
Mr. Sholl, Deputy Director, New Castle County Office
Mrs. Turner, Deputy Director, Sussex County Office
Mrs. Young, Director, Kent County Office

1. Mr. Sterling called the meeting to order at 4:05p.m.
2. Mrs. Pugh nominated and Mr. Chambers seconded the motion to nominate Mr. Sterling as Acting President for the meeting. Mr. Sterling nominated and Mr. Chambers seconded the motion to nominate Mrs. Pugh as Acting Secretary for the meeting. Both options passed unanimously. [NOTE: The minutes were subsequently amended to reflect suggestions by Mr. Smith for proposed polling places.]
3. Mrs. Tatman moved and Mrs. Williams-Mayo seconded a motion to approve the minutes of the October 12, 2015, meeting, as presented. The motion passed unanimously.
4. Commissioner Manlove presented an update on the status of the Department's budget for the current fiscal year to date.
5. Commissioner Manlove provided an update on the current statewide voter registration total as of November 1, 2015, as well as historical voter

registration data. The total number of registered voters as of November 1, 2015 was 650,049.

6. Commissioner Manlove provided a recap of Department activities for the month of November, including upcoming elections and outreach activities, and the status of the Department's review by the General Assembly's Sunset Committee. The Commissioner informed the Board that the Town of Townsend has requested to use the State's voter registration system in their municipal elections.
7. Commissioner Manlove provided an update on a recent call with the Washington, DC, Board of Elections reviewing the State's eSignature program. The Washington, DC, officials requested this meeting to gather information to inform their work with the District's DMV to upgrade voter registration systems.
8. Commissioner Manlove provided a recap of upgrades underway to the ivote.de.gov system.
9. Commissioner Manlove provided a recap of the website statistics of the Department, including visits to the State Election Commissioner and county office websites, provided via the Google Analytics program.
10. Commissioner Manlove provided a recap of planned upcoming staff training and travel.
11. Commissioner Manlove provided an update on the Department's plan to dispose of some obsolete paper format voter registration records from the early 1990s that have been returned to the Department from State Archives. The records have been returned from Archives due to lack of sufficient storage space in their facilities.
12. Commissioner Manlove provided a recap regarding the Department's ERIC program, including historical statistics over the history of the program. The Commissioner also provided an update on statewide voter registration transactions for the months of September and October.
13. OLD BUSINESS:
 - Commissioner Manlove reviewed a draft of the document summarizing Board of Elections member responsibilities and duties. The Commissioner indicated that this is a "living document", which may be updated on an ongoing basis, as needed.

14. NEW BUSINESS:

- Commissioner Manlove discussed the Department's plan for the certification of School Elections. The plan entails the Office State Election Commissioner convening a public meeting to present unofficial results to any member of the public who might attend. The meeting will be held in the county in which the school election was held. If results are found to be in order, the State Election Commissioner will declare the results certified.
- Mr. Smith moved and Mrs. Sandstrom seconded a motion to maintain the current meeting schedule (second Tuesday of month at 4:00PM) for 2016. The motion passed unanimously. (NOTE: Meeting dates and locations may be changed, as needed, with proper public notice provided.)
- Mr. Smith suggested changes to polling place locations for Election Districts 03-01 and 11-01.

15. Mrs. Pugh moved and Mr. Chambers seconded a motion to approve the removals as presented. Motion passed unanimously.

16. Mrs. Whittington moved and Mrs. Tatman seconded the motion to adjourn the meeting. Motion passed unanimously.

Respectfully submitted,



Karen H. Pugh
Acting Secretary

NEXT MEETING: MONDAY, December 14, 2015 AT 4 p.m.

LOCATION: OFFICE OF THE STATE ELECTION COMMISSIONER, 905 S. Governors Ave; STE 170, Dover DE 19904