



**ROVAC BOARD MEETING MINUTES**  
**APRIL 14, 2019**  
**RED LION HOTEL - CROMWELL**

**Members Attending:** Sue Larsen (S. Windsor), Bonnie Anderson (Cromwell), Tim Beeble (Bethel), Darlene Burrell (Suffield), Tim DeCarlo (Waterbury), Peter Gostin (New Britain), Bunny Lescoe (Willimantic), Anne-Marie Mastroianni (Bethlehem), Kevin McCauley (Bristol), Chris Prue (Vernon), Dianne Slopak (Norwich) & Mike Wyman (Tolland).

**Ex-Officio Member Attending:** Melissa Russell (Bethlehem)

**Non-Voting Board Members Attending:** Fred DeCaro (Greenwich)

**Guests:**

Meeting was called to order by President Sue Larsen at 4:35 PM

**I. Minutes from last Meeting:** (March 14, 2019)

Tim D. moved to accept minutes for March 14, 2019 / Chris P. seconded.

Minutes approved.

1 Abstention(s): Bonnie A.

**II. Treasurer's Report:**

Peter G. emailed the Board financial reports that reflect the ROVAC & Conference checkbooks and Judy Beaudreau Fund ending March 31, 2019, as well as Reconciliation of Bank Statements & ROVAC CD Report.

ROVAC Checkbook in March had a starting balance of \$41,879.25 and with income of \$46,385.44 and expenses of \$1,467.78, left us a current balance of \$86,796.91.

Total outstanding checks: \$50.00 (#876 – Town of Preston for overpay of Spring Conf.)

Standing Balance: \$86,846.91

Discussion on CD's ensued. Grand total cash on hand for end of March is \$121,074.43.

Dues were collected from 7 registrars between March 18 and April 8, 2019, leaving several others outstanding.

Purchasing (formerly Conference) Checking Account ending March 31, 2019: Starting Balance of \$1,573.57, with balance income / transfers of \$1,007.63 and expenses of \$1,146.38, left a balance of \$1,434.82.

Judi Beaudreau Scholarship Fund balance ending March 31, 2019: \$1,507.99  
Discussion on additional funds received post statement, bringing current balance to \$2,007.99

Discussion on payments received around and past the Conference cut-off date ensued.

Motion to accept payments from Shelton & Killingly registrars that were submitted prior to cut-off date made by Anne-Marie M. and seconded by Bonnie A. Motion passed unanimously.

Reports placed on file for auditors.

### **III. County Reports:**

- **Fairfield:** No Report
- **Hartford:** No Report
- **Litchfield:** No Report
- **Middlesex:** Bonnie A. reported she was not able to attend meeting, but Tim D., Chris P. and President Sue L. were to give their presentations on Portal and Legislation. The county basket for the conference raffle will include 4 tickets to the CT River Museum in Essex, 2 afternoon or evening tickets for the river boat cruise out of E. Haddam across from the Goodspeed Opera House.
- **New Haven:** No Report
- **New London:** Dianne S. reported having a nice short meeting, but shared discussion on conference and general items. County basket is made up of about \$250 in gift cards after receiving donations from county members attending.
- **Tolland:** Mike W. reported having a potluck hors d'oeuvres & appetizers meeting beginning of April. Cyber security technology (triple authentication login) & Technology Committee items were discussed, as well as conference and a legislative round table discussion. Mansfield is having issues with Town Manager cutting \$37,000 from their budget. Next meeting will be in June.
- **Windham:** Bunny L. reported that their county basket for the conference raffle is an electronics basket, filled with assorted items.

### **IV. Committee Reports:**

- **Conference** – Chris P. reported that the conference prep is underway and already has a book started to confront management on many issues with hotel. No room service is available and coffee pots have also been removed from every room. He asked for Board to notify him of any issues encountered, so he can add to the growing list as needed. He will have more to discuss later in his report. Chris brought forward refund considerations.

Three Refunds to consider:

1. Vincent Caprio – Registrar from Easton. Only requesting a one-day refund for medical reasons.  
Chris P. motioned to refund Vince Caprio a one-day refund for \$80.00, seconded by Bonnie A. Motion passed.
2. Michele Stanley – AR from Middletown. Requesting a one-day refund for medical reasons.  
Chris P. motioned to refund Michele Stanley a one-day refund for \$60.00, seconded by Mike W. Motion passed.
3. Kimberly Desaulniers – Registrar from Windham. Requesting full refund for all 3 days for medical reasons.  
Bunny L. motioned to refund Kimberly Desaulniers a full refund of \$220, seconded by Anne-Marie M. Motion passed.

Chris continued with Conference Committee report by recognizing and thanking the vendors & sponsors, highlighting new this year E. S. & S. (Election Systems & Software) and Hart Intercity. E. S. & S. contributed \$500 towards our Hospitality Suite. Other sponsors of our Hospitality Suite include Adkins Printing, Coastal Business Tech, LHS & Inclusion Solutions. Most vendors are here for all three days.

Chris had conversation with SOTS concerning increased numbers of SOTS “guests” coming without any contribution to offset costs. 12 guests from SOTS entourage are on the docket for Wednesday. Recommendation to discuss this further with Deputy SOTS Scott Bates. Chris will ask them to consider contributing toward the audio/visual costs to help offset our total costs, especially since they are using this equipment exclusively for SOTS Day. Discussion ensued. An obvious issue regarding lack of renovations with this Red Lion Hotel is that one of the two elevators is out of service (and will not be repaired in time for our conference), the storage room (or lack thereof) was not secured to protect all of our equipment stored there, especially with a huge tropical fish expo going on through today. The printer that is usually available to us in the business center was stolen and will not be replaced for our use. The roof leaks and will not be repaired until a new roof is installed, which will occur after our conference. This issue is affecting the 4<sup>th</sup> floor, which is limiting the rooms available. Chris will address all issues with management and ask that our final bill be adjusted for consideration prior to ROVAC making payment.

Turnout for conference:

Monday – 355 Total Registered - 331 Members, 8 Non-Members & 16 Vendor/Guests  
Tuesday – 314 Total Registered - 292 Members, 5 Non-Members & 17 Vendor/Guests  
Wednesday – 351 Total Registered – 323 Members, 9 Non-Members & 19 Vendor/Guests

Fall Conference is officially confirmed for Thursday & Friday, September 12 & 13, 2019 at the Southbury Wyndham Hotel. Site visit will be completed soon. Some renovations have been completed. Price per night conference rate will be \$99.

Chris also recognized Todd Reisel from Coastal Business for his great work and his tireless extended hours working on and finalizing our new Portal and conference registration to make

the process as smooth as possible. Chris asked the Board to please thank Todd when we see him during the course of the conference. We will also be recognizing registrars with their 5, 10, 15 and higher years of service pins for those that posted their start dates on their member profile in the portal. Certificates are automated with the new system, as well as reports, member and vendor lists, a huge convenience and tremendous time saver.

One last note of a change of venue is for Wednesday's lunch set-up, where the majority of the members will not have assigned table numbers. Perhaps this new approach will continue for future conferences.

- **Education** – Melissa R. reported that the Committee excelled this year. The Saturday meetings didn't diminish the enthusiasm and input from the members. Pretty much all ready to go – most presentations are in to Chris to plug into system. Dotti Dori got a great interesting guest speaker for us again this year. Breaking up into classes for Monday afternoon is different and look forward to how it will be received.
- **Technology** – No Report
- **Handbook** - Darlene B. reported work in progress, spending more time on new manual. Most chapters done. Emergency contingency was a subject that one town asked to be considered in the new revision. Tolland discussed this issue in detail at their county meeting. Mike w. suggests that just the basic requirements be included.

- **Legislative** - Tim D. reported that our Lobbyist Ryan Bingham will be giving legislative report at the conference. The info-graphics handout that is part of our PR piece will be available at check-in. This was created as a tool to inform the legislators of what our roles are. Very pleased with how this turned out.

Two out of our three bills made it out of committee; ROVAC Bills 6055 (clean-up of Title 9) & 6059 (EDR Bill). Discussion ensued.

The other Bill we are fighting hard against is Senate Chair's Bill SB-1046 (moving EDR in the polling place and allowing EDR processing past 8:00 PM). The opinion is that EDR past 8:00 PM looks strong to pass and we need to prepare for its inevitability. There are around (4) EDR Bills still alive, with varying contradictions to each other.

ROVAC Day at the Capital is May 3<sup>rd</sup>. Mike W. helped in bringing this to fruition. Most likely, an ice cream social will continue as our venue. The info-graphics will be on display, as well. Reminder that there will be a Legislative Committee meeting on Monday, April 15<sup>th</sup> immediately following the new registrar class in the afternoon. Ryan Bingham will also be attending.

- **Ways & Means** - No Report
- **Nominations** - Fred D. reported that we received one resume for all "Officer" positions, except Secretary and that we also received resumes for two out of the three Auditors. We will need to accept nominations from the floor at the Annual Meeting for these open slots.

## V. Old Business: NONE

**VI. New Business:**

- **New Tabulator Issue** – Darlene B. brought forward an issue encountered at a recent Moderator Certification class. While demonstrating inserting a ballot into tabulator, the ballot went in and out a few times without accepting, but the LCD readout said “Counted”. This was a jammed ballot that was further out than a usual jammed ballot that was counted, but the tape did not show additional ballots received. The older age of these tabulators may bring new issues that have not been encountered before and we should be aware.

**VII. Adjourn:**

Motion to adjourn made by Tim D. and seconded by Mike W. at 5:59 PM.  
Motion Approved.

Respectfully Submitted,

Kevin McCauley  
Secretary