



ROVAC BOARD MEETING MINUTES
August 11, 2016
NEWINGTON TOWN HALL

Members Attending: Melissa Russell, Karen Cheney, Tim DeCarlo, Lou Dicilio, Pete Gostin, Sue Larsen, Bunny Lescoe, Anne-Marie Mastroianni, Kevin McCauley, Chris Prue & our friend who is never forgotten, Mike Wyman

Ex-Officio Member Attending: Tony Esposito

Non-Members Attending: Lisbeth Becker & Linda Cultrera

Meeting was called to order by President Melissa Russell at 10:00 AM

I. **Minutes from last meeting:** (July 14, 2016)

Sue Larsen moved to accept / Bunny Lescoe seconded.
(1) Abstention: Mike Wyman
Minutes approved

II. **Treasurer's Report:**

Pete Gostin reported that checkbook had a starting balance of \$56,218.18 and with income of \$1,562.96 and expenses of \$3,585.00, left us a current balance of \$54,196.14.
Total Outstanding Checks: \$0
Judi Beaudreau Fund (Savings) balance: \$845.73.
Expenses breakdown discussed and clarified.
Outstanding Checks/Charges (Conference Supplies & Equipment): \$1,463.83
Budget Summary presented & clarified. Discussion ensued.
Note: See attached August 11, 2016 Financial Report

III. **County Reports:**

- **Fairfield:** No Report
- **Hartford:** No Report

- **Litchfield:** No Report
- **Middlesex:** Karen C reported that Ted B and Deputy SOTS in attendance at last meeting. Local presidential year newbie class given on a county level discussed.
- **New Haven:** No Report
- **New London:** No Report
- **Tolland:** No Report
- **Windham:** Bunny L reported she emailed county to introduce herself as new county chair. Committee assignments are top priority.

IV. Committee Reports:

- **Conference:** Chris P reported 143 total registered to date. 7 signed up for Newbie Class, 6 vendors, menus chosen and conference ready to go. August 30 deadline to book room and September 13 cutoff for registration. Southbury Plaza is current name and will most likely change under new Wyndham Hotel Group ownership. Live Tally of those registering and alpha organized by town name/organization at www.registration.rovac.org/namelist.php
- **Education:** Melissa R reported that a meeting was held to determine classes. The following ROVAC classes will be scheduled for Thursday, September 22: Newbie (Presidential), EDR (Nuts & Bolts), Registration Time-Line / Online Registration / Ballot Access, OPA Polling Place Checklist. Afternoon session is Election Day Bootcamp. Committee gave list of suggested classes, including new AVS/IVS system, to SOTS for SOTS Day on Friday, September 23; a class on DMV is definite and possibly EMS, but nothing official at this time. Discussion ensued concerning non-payments of past ROVAC and conference dues and sanctions to future conferences.
- **Technology:** Lisbeth B reported first organizational meeting held August 4th where she was elected permanent chair and Ann Kilby vice-chair and secretary. By-Laws reviewed to ensure parliamentary compliance. Discussed EMIS, performance issues on CVRS, accessible ballot marketing devise, DMV online registration and future meeting. August 31st, meeting with Ted Bromley to go over those issues and to introduce all new and past committee members. Ted Bromley shared that an invite only 4 hour training session for new IVS system scheduled for August 23rd. New IVS system prints ballots compatible with tabulator scanner. Stuart Wells was recommended for a go-to person for liaison with regards to new IVS system. Training manual and training site coming soon. Discussion ensued on make-up of system components and security concerns.
- **Handbook:** No Report

- **Legislative:** Sue L reported a meeting is scheduled for August 23rd at 10:00 AM.
- **Ways & Means:** Lou D reported no meetings held, but email correspondence amongst committee members. Limited presentation at Fall conference.

V. Old Business:

A. Website Updates – Melissa R asked for input on website usage and uploads of committee minutes, agendas, consistency, etc. Discussion ensued to keep current. Current Committee List will be sent to Secretary to post on website.

B. Expanding Our Membership Directory to Include Deputies – Mellissa R asked about expanding our Master Contact List to include Deputy Registrars. Discussion ensued. Secretary and Treasurer will compare files to compile a separate Master Deputy Registrar list in the same format as the Registrars’.

C. Updated Registrars/Deputies – Pua Ford replaced by Allyson Rogers in Bethany.

D. Resignations – Kathy Grace resigned from Audit Committee

VI. New Business:

A. Ideas for Keynote Conference Speaker – Asking for consideration and recommendations. Discussion ensued. Please forward names to consider and will bring to conference committees.

B. Any Other New Business to Come Before the Board –

1. Poll Books – Pete G asked about security of cloud when using poll books. Discussion ensued. Clarification that paper lists are still official record and are primary and poll books are secondary; simultaneously checking in voters.

2. Acknowledgements of Retiring Long-Term Registrars – Lou D asked if process is in place to recognize long-term registrars who retire. If desired, it is done on a town and/or county level. ROVAC does not organize.

VII. **Adjourn:**

Motion to adjourn made by Anne-Marie M and seconded by Pete G at 11:10 AM.

Motion Approved.

Respectfully Submitted,

Kevin McCauley
Secretary