



**ROVAC BOARD MEETING MINUTES
MARCH 14, 2019
NEWINGTON TOWN HALL**

Members Attending: Sue Larsen (S. Windsor), Darlene Burrell (Suffield), Lou DeCilio (Stratford), Peter Gostin (New Britain), Bunny Lescoe (Willimantic), Anne-Marie Mastroianni (Bethlehem), Kevin McCauley (Bristol), Chris Prue (Vernon) & Dianne Slopak (Norwich).

Ex-Officio Member Attending: None

Non-Voting Board Members Attending: None

Guests: Linda Cultrera (Newington) - Host

Meeting was called to order by President Sue Larsen at 10:02 AM

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

Chris P. moved to accept minutes for February 14, 2019 / Anne-Marie M. seconded.

Minutes approved.

0 Abstention(s):

II. Treasurer's Report:

Peter G. emailed the Board financial reports that reflect the ROVAC & Conference checkbooks and Judy Beaudreau Fund ending February 28, 2019, as well as Reconciliation of Bank Statements and an IRS letter.

ROVAC Checkbook in February had a starting balance of \$52,263.20 and with income of \$1,043.75 and expenses of \$11,427.70, left us a current balance of \$41,879.25.

Total outstanding checks: \$4,000.00

Standing Balance: \$45,879.25

Purchasing (formerly Conference) Checking Account ending February 28, 2019: Starting Balance of \$2,037.38, with balance income / transfers of \$125.00 and expenses of \$588.81, left a balance of \$1,573.57.

Judi Beaudreau Scholarship Fund balance ending February 28, 2019: \$1,507.93

Peter G. motioned to award (5) five scholarships @ \$250 each at this year's spring conference, seconded by Anne-Marie M.

Motioned passed unanimously.

Reports placed on file for auditors and IRS letter was discussed and placed on file.

III. County Reports:

- **Fairfield:** Sue L. reported that a meeting was held and she was present, along with Tim D. and Chris P., who gave their presentations.
- **Hartford:** Darlene B. reported a meeting was held on March 12th. Tim D. & Chris P. gave their presentations which were very well received. Technology updated us and discussion ensued. They have come a long way with communicating with us at County meeting.
- **Litchfield:** Anne-Marie M. reported a meeting scheduled for next Wednesday.
- **Middlesex:** No Report
- **New Haven:** No Report
- **New London:** Dianne S. reported the monthly 3rd Thursday meeting was held. Good turnout with at least 10 new registrars attending. Legislation and double authentication security measures discussed. City/Gov't email will eventually become mandated.
- **Tolland:** Sue L. reported a meeting will be held the 1st week of April.
- **Windham:** Bunny L. reported her next pot luck meeting is scheduled and her last was well attended with Sue L. and Chris P. presenting.

IV. Committee Reports:

- **Conference** – Chris P. reported we have just over 260 currently registered for the spring conference at the Red Lion Hotel. 230 of those found their way to the registration site prior to the link notice going out. Use of Google Chrome is being stressed to those inquiring to avoid issues with what is presented on site, statement and agendas. Booking a room under the conference rate deadline was March 13th, but Chris P. will try to get that extended a week. Board meeting scheduled at 4:30 pm on April 14th. There are 3 fall conference location options:
 1. Danbury Crowne Plaza - Has not presented a formal proposal to date. Least likely to entertain contracting with them at this time.
 2. Farmington Marriott – Available dates are for September 5 & 6 or 12 & 13, but the minimum conference deal room rate per night is \$128. That's the Marriott county government rate and their non-negotiable policy. Regularly rate is \$229.95/Night.
 3. Southbury Wyndham – Proposal for September 12th & 13th, with general session class set-up and a conference room rate per night deal of \$95. Need to identify ROVAC when booking a room to ensure this rate.

Pete G. motioned to contract for our fall conference with Southbury Wyndham for the September 12th & 13th dates as our primary choice, seconded by Dianne S. Motion passed unanimously.

Dues for the Fall Conference will increase at least \$5.00 per person to cover increased costs ROVAC is incurring. Merits of the increase will be discussed under Budget Report.

- **Education** – Chris P. reported for Melissa Russell (Bethlehem) that SOTS Day is confirmed, however no agenda has been given to date and we'll not likely see that until the day before or on the actual SOTS Day. For the ROVAC days, Monday will have 3 morning classes, including Title 9 Exploration, Unofficial Letters & Election Day Rescue. The afternoon has 4 breakout session choices, including Moderator Training for Currently Certified Registrars, New Registrar Class for Newer Registrars. These both require pre-signup. The other 2 choices are CVRS Reminders or CVRS Duplicates. Tuesday morning begins with State Elections Enforcement, followed by FOI and S & L's lobbyist presentation & update and then the Annual Meeting and elections. Guest speakers are still in the works. Sue L. will mail out link for pre-signups.
- **Technology** – Sue L. reminded the Board that the minutes are posted to the ROVASC website and the next meeting is scheduled for March 28th. Sue sat in with Lisbeth B. with the Glastonbury/Middletown CVRS Virtual Connection pilot program, relating to cyber security. Implementation is planned for April, where CVRS will link your CVRS ID and your email ID. It will also be tied into the PC that is being utilized for CVRS. The implementation of the 90 day password double authentication feature will be delayed. Discussion Ensued.
- **Handbook:** Darlene B. reported that the latest update of the ROVAC Handbook was posted to the website, but there will be some more updates added and reposted. The poll worker training manual/handbook is a work in progress. Next meeting is scheduled for March 26th.
- **Legislative:** Sue L. reported that on Wednesday, March 13th, testimony at the GAE legislative public hearing was heard on 9 different bills, including herself, Tim D., Lisbeth B., Peter G. & Anne-Marie M. Stressed throughout that ROVAC wants to be included as part of the Committee. Bills on Regionalization, Rank File Voting (casting of votes). Another public hearing is likely, so our preparation work may not be done. Watching to see if any other problem bills come out. SOTS Bill not as bad as anticipated. It doesn't look to impact us adversely, even agreeing with some of our points. Much of it concentrated on ballot issues, trying to have all election issues heard in the Hartford Court, rather than local courts (to keep Ted B. from having to travel), holding registrars accountable for re-districting maps (making us hire a company to come in and redistrict properly). May 3rd is ROVAC Day at the Capitol, but will not be an ice cream social this year. Considering a multi-variety coffee contest or luncheon of some sort. Darlene B. brought up the legislation allowing property owners and trustees to vote, even if they do not reside at that address, LLC's not included. Conflicts with State and local rule. Discussion ensued.
- **Ways & Means:** Lou D. reported counties are coming up with some great ideas for raffle baskets at conference and the usual 50/50 will be in place.
- **Nominations:** Sue L. reported for Nominations Chair Fred DeCaro (Greenwich) that with the last communication, we had at least one resume in for each office and 2 out of the 3 Auditors. Board asking for and Sue L. will ensure that all committee members are on the contact list.

V. Old Business:

• **New Registrars & Deputy Day – March 16th**

Review Presentations: Some presenters will not have a PowerPoint and those that do will have the laptop to control their slides. For those that emailed their PowerPoint presentations to Chris P., he has them in stored for the event. Looking for 20 minutes for each class. A total of 75 have registered, but Chris P. will prepare for 90-95. Continental breakfast of coffee, juice, water, fruit, yogurt, granola bars & homemade muffins. Make your own sandwich bar, salad bar & cookies for lunch. Monies will be transferred into the Purchasing account to pay for expenses. Reminder that this is at 375 Hartford Turnpike, Vernon at 9 am.

VI. New Business:

- **Annual Reports** – Sue L. requested that all annual reports be submitted to her by end of March in order to be ready for Annual Meeting.
- **Budget Presentation** – Chris P. presented the 2019/2020 Annual Budget proposal for informational reasons. He highlighted where some minor changes have been made from last year, but advised that a dues increase for conferences over \$5.00 will need to be decided prior to finalizing Budget vote at Annual Meeting. Board suggests a \$10 increase per person per day is reasonable. Consensus of the Board was to forward the Budget proposal presented. Overall Income and Expense is currently set at \$133,400.00. Discussion ensued. Placed Budget Proposal on file, copy to Secretary.
- **Proper CVRS Etiquette** – Bunny L. brought up that with the advent of DMV interfacing with CVRS, many of the registrants we are receiving have Mr., Mrs., middle initial with a period following, along with Apt. and #, etc. We need to be diligent in correcting that info as we process them on our end by removing the prefix names, periods and being sure that only Unit is listed with a number and or letter designation, if applicable. We should mention that at conference to instill in the registrars, especially the new ones.

VII. Adjourn:

Motion to adjourn made by Anne-Marie M. and seconded by Dianne S. at 12:15 PM.
Motion Approved.

Respectfully Submitted,

Kevin McCauley
Secretary