

# ST. JOSEPH COUNTY ELECTION BOARD

101 S. MAIN ST.  
SOUTH BEND, IN 46601

M. CATHERINE FANELLO, CHAIRPERSON  
MURRAY WINN, REPUBLICAN MEMBER  
RITA L. GLENN, SECRETARY

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July 17, 2019

St. Joseph County  
Election Board Meeting  
9:00 AM

1. Call to order

It being the appointed date and time, Chairman M. Catherine Fanello calls the St. Joseph County Election Board Meeting to order. Present are Murray Winn, Republican Member and Ex-Officio Clerk of the Circuit Court, Rita L. Glenn, also present are:

Rick Moffett-Head Machine Tech  
Dave Smith-Machine Tech  
Nick Abernathy-RBM  
Lana Cleary-Deputy Clerk  
Terri Rethlake-Chief Deputy Clerk  
Kim Riskovitch-Rep. Member Voter Reg

2. Approval of the minutes from the last meeting.

Catherine moves to approve the minutes of the last meeting. So, moved by Murray Winn, seconded by Rita L. Glenn. So, ordered. Minutes stand approved.

Old Business

3. Penny told the Election Board that Schmucker Middle School is confirmed for poll worker training on Saturday October 26, 2019 at 9:30 AM, she will have the doors opened at 8:00 AM for set-up. She has secured the Century Center for Wednesday October 30, 2019 at 6:00 PM, she will have the building available at 4:00 PM for set-up. Inspector training will be held on the 4<sup>th</sup> floor in the council chambers on Saturday November 2, 2019 at 9:30 AM and Sunday November 3, 2019 at 1:00 PM.

New Business

4. Catherine explained that a question was presented about the contractual line item in the budget, and she wanted to make sure that nothing got cut in this budget that we would be needing. A discussion was had about the items that are paid through this account and it was decided to leave the amount we had budgeted. It was explained that any remaining money would be returned to the county general fund.

5. Catherine talked to Keith and it is RBM's responsibility to dispose of the equipment. Rita will print a report with the equipment and asset and serial numbers. The list of equipment to be destroyed and the disposal plan will be attached to the IEC-6. Rick said that Carl informed Keith that he would dispose of the equipment and Catherine explained that she is requiring Keith to do the disposal to make sure it is seen through to destruction. A democrat and republican are required to complete the list of equipment that is being destroyed. Catherine wants the state to answer what the statement in item number 3(that the disposal will occur in compliance with federal and state laws requiring the retention of election materials until the expiration of the period specified by those laws) on the IEC-6 means, do they have a sample disposal plan, do they require that someone witness the destruction, does it have to be done in state. Catherine stated that she wants legal council involved in the destruction to create an affidavit for RBM to sign.
6. A discussion was held on Senate Enrolled Act No. 570 compliance. It was decided to bring this up at the next meeting.

Public Comment

Next meeting is August 8, 2019 at 1:00 PM

The Chairman makes a motion to adjourn at 9:50 AM

Respectfully submitted,



Rita L. Glenn, Secretary  
St. Joseph County Election Board

rlg/pds