

# Peoria County Board of Election Commissioners

4422 Brandywine Dr., STE 1 · Peoria, IL 61614

Phone: 309.324.2300 Website: [www.peoriaelections.org](http://www.peoriaelections.org)

## The September 2019 Monthly Meeting of the Peoria County Board of Election Commissioners was held at the Election Commission Office at 4422 Brandywine Dr. on Tuesday, September 10, 2019 at 2:00 PM.

PRESENT: Matt Bartolo, Chairman  
Mark Ketterer, Vice Chairman  
LaColis Reed, Treasurer  
Sandra Burke, Secretary  
James Manning, Commissioner  
Thomas Bride, Executive Director  
Elizabeth Gannon, Assistant Executive Director

ABSENT: Alex Kurth, Assistant State's Attorney

GUESTS: Irene Pritzger, Becky Kelly, Jackie Petty, Nate Logan

The meeting was called to order at 2:00 p.m.

A Roll Call of the Commissioners was taken by Chairman Bartolo finding all Commissioners present.

Assistant Executive Director Gannon introduced the Election Commissioners returning intern. Nate Logan will be interning for the Commission through 2019 with hopes of hiring him as a part time employee for the 2020 election cycle. The Commission is thrilled to have him back.

### **Approval of Minutes**

Vice Chairman Ketterer moved to approve the minutes for the August 16, 2018 Annual Meeting. Secretary Burke seconded. Motion passed unanimously.

### **Approval of Expenses**

Executive Director Bride explained the bills (see attached) to the Board. Treasurer Reed moved to approve the bills. Vice Chairman Ketterer seconded. Motion passed unanimously.

### **Purchase of cyber security system and associated equipment for Peoria County using HAVA Security Grant**

Executive Director Bride detailed the request for reimbursement from the State for purchases related to election cyber security including IP cameras, access control doors, cyber security training for staff, and both software and hardware enhancements to Peoria County's IT system totaling \$25,468.30.

Commissioner Manning moved to approve the request. Treasurer Reed seconded. Motion passed unanimously.

## **Report of the Executive Director**

### **Budget Update**

Executive Director Bride gave the Board an update on the 2019 Budget through September 2019.

Executive Director Bride told the Board that the staff was working on an Request for Proposal for a Ballot Packet Scanning and Sorting System. He stated that the proposal should be ready by the end of September.

## **Report of the Attorney**

No report

## **Old Business**

No old business

## **New Business**

The next Board meeting will be on Tuesday, October 8<sup>th</sup> at 2 pm at the Election Commission office.

## **Public Comment**

No Public Comment

## **Adjournment**

Commissioner Manning moved to adjourn. Secretary Burke seconded. Motion passed unanimously and the meeting was adjourned at 2:18 pm.

<b>Monthly Expenses</b>	<b>Description</b>	<b>Amount</b>	<b>Acct #</b>
Ameren Illinois	Gas & Electric	\$619.52	53600
Digital Copy Systems	Copier Lease & Staples	\$109.10	54380
Illinois American Water	Water for Brandywine	\$89.26	54363
Ludy Cleaning Service	Cleaning Office	\$316.67	54367
PDC Services	Garbage Service	\$34.72	54366
Stratus	Phone Service	\$292.71	54320
Verizon Wireless	Wi-Fi Hotspots & Phones	\$69.93	54338
Ziad A. Musaitif	September 2019 Rent & CAM for Brandywine	\$3,420.68	54390
	<b>Total</b>	<b>\$4,952.59</b>	

<b>Misc.</b>	<b>Description</b>	<b>Amount</b>	<b>Acct #</b>
Home Depot Pro	Cleaning Supplies	\$180.96	52201
Nixon Insurance	Commissioner's Bonds	\$514.00	53071
K&H Integrated Print	Vote by Mail Ballots Return Envelopes	\$6,016.99	53081
	<b>Total</b>	<b>\$6,711.95</b>	

<b>PCard</b>	<b>Description</b>	<b>Amount</b>	<b>Acct #</b>
Target	Coffee Maker	\$89.99	52210
	<b>Total</b>	<b>\$89.99</b>	

<b>Payroll</b>	<b>Description</b>	<b>Amount</b>	<b>Acct #</b>
Staff	8/2/2019	\$10,229.89	51031
Staff	8/16/2019	\$10,229.88	51031
Staff	8/30/2019	\$10,229.88	51031
Part Time Staff	8/2/2019	\$628.72	51040
Part Time Staff	8/16/2019	\$628.72	51040
Part Time Staff	8/30/2019	\$628.73	51040
Overtime	8/2/2019	\$302.40	51060
Commissioners	8/2/2019	\$615.40	51145
Commissioners	8/16/2019	\$615.40	51145
Commissioners	8/30/2019	\$615.40	51145
Medical Benefits	8/2/2019	\$2,186.73	51241
Medical Benefits	8/16/2019	\$2,186.73	51241
	<b>Total</b>	<b>\$39,097.88</b>	
	<b>Monthly Total</b>	<b>\$50,852.41</b>	