

Minutes
Athens County Board of Elections
Regular Meeting
January 15, 2025, 3:30 pm

The Athens County Board of Elections met on January 15, 2025 at 3:30 pm at the board office. The meeting was called to order by Board Chair Sky Pettey, Roll Call –Gary Van Meter, Aundrea Carpenter-Colvin, Sky Pettey and Kate McGuckin all present. Also present at the meeting: Director Debra Quivey, Deputy Director Tony Brooks, Debbie Perry, Beth Ferrier, Helen King from the League of Women Voters and David Forster from WOUB.

Mr. Pettey led the pledge.

Motion 2025:01:01

Mr. Van Meter moved, seconded by Ms. McGuckin that the minutes for December 11, 2024 be approved by the Board as presented. Motion passed unanimously.

Deputy Director Brooks provided an update for the 2025 budget.

Motion 2025:01:02 (Attachment 1)

Mrs. Carpenter-Colvin moved, seconded by Mr. Van Meter that bills from January 1, 2025 to January 15, 2025 be approved as presented by Deputy Director Brooks. Voting: Mrs. Carpenter-Colvin – Yes, Mr. Van Meter – Yes, Mr. Pettey – Yes and Ms. McGuckin – Yes

Deputy Director Brooks discussed the Chargebacks for the 2024 November General Election that need approved to send to the Auditor.

Motion 2025:01:03

Mr. Van Meter moved, seconded by Ms. McGuckin to accept and certify the chargebacks for the November 2024 General Election as presented by Deputy Director Brooks and send to the Auditor for processing. Motion passed unanimously.

Motion 2025:01:04

Ms. McGuckin moved, seconded by Mrs. Carpenter-Colvin to delegate the proofing of ballots to be completed by Director Quivery, Deputy Director Brooks and the Board of Elections office staff in three bipartisan teams of two for the 2025 Primary, Special & General Elections. Motion passed unanimously.

Motion 2025:01:05

Mr. Van Meter moved, seconded by Mrs. Carpenter-Colvin to allow the Director, Deputy Director and Board Members or their designee to approve infrequent and minimally valued expenditures for food/snacks/non-alcoholic drinks for elections workers, poll workers and training in which the community is involved for 2025, Primary, Special & General Elections. Pursuant to IRS reg 1.132-6 and IRS Reg. 1.119-1, all expenses meet the de Minimis Exclusion and/or Meals for the convenience of the Employers and will be excludable as taxable fringe. Motion passed unanimously.

Motion 2025:01:06

Mrs. Carpenter-Colvin moved, seconded by Ms. McGuckin to allow the Director, Deputy Director and the Board office staff to process provisional ballots. According to Directive 2022-12 page 245 of Election Official Manual for the 2025 Primary, Special & General Elections. Motion passed unanimously.

Motion 2025:01:07

Mr. Pettey moved, seconded by Mr. Van Meter to reimburse the Director, Deputy Director, Board Members and staff for travel involving office business for 2025. Motion passed unanimously.

Motion 2025:01:08

Mrs. Carpenter-Colvin moved, seconded by Mr. Van Meter to go into Executive Session regarding considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official (ORC 121.22 (G)(1)) with Assistant Prosecutor TL Warren, Director Debra Quivey and Deputy Director Brooks. Voting: Ms. McGuckin – Yes, Mrs. Carpenter-Colvin – Yes, Mr. Van Meter – Yes, Mr. Pettey – Yes.

The Board entered into Executive Session at 4:13 pm.

The Board came out of Executive Session at 4:53 pm.

Motion 2025:01:09

Mr. Van Meter moved, seconded by Ms. McGuckin to adjourn. Motion passed unanimously.



Director



Chair

Expenses Paid Between January 1, 2025 and January 15, 2025

Ohio Association of Elections Officials	13 REO Classes	\$1,495.00
Huntington Banks	ADT Monthly Security	\$69.63
Everon/ADT Commercial	Monthly Access Control	\$167.58
Charter Communications	Monthly Cable	\$108.50
Glacier Mountain Bottled Water	Monthly Water	\$34.50
NetData	Avast Cloudcare Licence Renewal - 2 years	\$1,092.00
Ohio University	Truck & Labor Rental - 24 General	\$3,828.00
Election Systems & Software	BOD Setup - 24 General	\$2,401.60
Election Systems & Software	Site Support - Election Day - 24 General	\$5,475.00
Election Systems & Software	Pollbook Setup - 24 General	\$2,316.18
Election Systems & Software	Site Support - Official Count - 24 General	\$1,975.00
Election Systems & Software	BOD Software Renewal 04/24 - 03/25	\$3,870.00
Election Systems & Software	Annual Maintenance and License Fees 05/24 - 04/25	\$68,523.50
Chase	Safety Deposit Box Rental	\$60.00
Optimum Decisions	Purchase of 3 Battery Backup Units	\$210.00
Ohio Association of Elections Officials	2025 Winter Conference Fees	\$1,600.00
Election Systems & Software	Test Ballots - 24 General	\$332.05
Election Systems & Software	Election Day & Provisional Ballots- 24 General	\$19,075.11
Graphic Village	Absentee Ballots - 24 General	\$2,944.19
Quadient	Quarterly Maintenance & Meter Rental	\$294.00
Shed-it	Office Shredding	\$124.09
City of Athens	Parking	\$900.00
Erin Lambert	Pollworker Pay - 24 General	\$178.50
APG Media	Legal Ads -2024 General	\$2,368.50
Total		<u>\$119,442.93</u>