



CITY OF CAMBRIDGE

BOARD OF ELECTION COMMISSIONERS

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COMMISSIONERS

Ethridge A. King, Jr.
Larry W. Ward
Charles J. Marquardt
Victoria A. Harris

EXECUTIVE DIRECTOR

Tanya L. Ford

ASSISTANT DIRECTOR

Lesley Waxman

BOARD OF ELECTION COMMISSIONERS MEETING

Minutes of November 1, 2023

The meeting was called to order at 3 PM on November 1, 2023, by the Chair, Commissioner Harris. Present were the Chair, Commissioner Victoria Harris, Commissioner Larry Ward, Commissioner Charles Marquardt, Commissioner Ethridge King, Executive Director Tanya Ford, and Assistant Director Lesley Waxman.

Roll Call:

Commissioner Victoria Harris: Present
Commissioner Larry Ward: Present
Commissioner Charles Marquardt: Present
Commissioner Ethridge King: Present

I. PUBLIC COMMENT

No public comments were provided.

Motion: To close Public Comment.

Moved by Commissioner Harris
Seconded by Commissioner Ward

Roll Call:

Commissioner Victoria Harris: Yes
Commissioner Larry Ward: Yes
Commissioner Charles Marquardt: Yes
Commissioner Ethridge King: Yes

Passed 4-0

II: MINUTES

Motion: To approve the Minutes of October 25, 2023, with corrections.

Moved by Commissioner Harris
Seconded by Commissioner Ward

Roll Call:

Commissioner Victoria Harris: Yes
Commissioner Larry Ward: Yes

Commissioner Charles Marquardt: Yes

Commissioner Ethridge King: Yes

Passed 4-0

II. Reports

1. Executive Director's Report
No report was provided.
2. Assistant Director's Report The Assistant Director reported on Early/Absentee activity through October 31, 2023, which includes:
 - 14,010 Early Voting (including 553 in person) and 160 Absentee Voting (including the DCHFs)
 - Received back (accepted): 4,472 Early Voting (including 553 in person) and 39 Absentee Voting

Assistant Director Waxman reported that the School Committee finance reports were due on October 30. Only one is missing, and she is in discussion with two candidates regarding incomplete information.

Commissioners' Reports

- Commissioner King reported conducting DHCF voting on November 1, 2023, with four votes cast.
- Commissioner Marquardt reported that 175 School Street is a valid address.
- He also conducted DHCF facility voting at Santa Maria, with seven votes cast.
- Commissioner Marquardt and Commissioner Harris conducted in-person Inspector training and ballot box training on October 26, 2023.
- Commissioner Ward and Commissioner King conducted in-person Inspector training and ballot box training on October 28, 2023.
- Commissioner Harris reported conducting DHCF voting at Neville Center on October 30.
- Commissioner Harris reported conducting DHCF voting at Neville Place on November 1, 2023.
- She also reported that there are two additional students who will be working.

III. Action Agenda

Old Business

- Municipal Election
 - Executive Director Ford requested a complete Poll Worker list from everyone.
 - Commissioner Harris inquired about the agenda for the all-department meeting scheduled for November 2. Executive Director Ford mentioned there was no agenda.
 - Commissioners Harris and Marquardt suggested considering the distance from 51 Inman to the respective Poll locations.
 - The Board engaged in a discussion about having a handicap accessible space on Massachusetts Ave in front of the Salvation Army.
 - Commissioner King asked about parking spaces for the Commissioners to drop off and pick up ballots at 51 Inman Street. Executive Director Ford stated that the metered parking spaces from West Street to Harvard Street are reserved for losing.
 - Commissioner Harris reminded the Team about the Poll Worker Q&A sessions scheduled for the coming weekend:
 - Saturday, November 4, at 10 AM
 - Sunday, November 5, at 2 PM
 - Commissioner Marquardt and Harris are on ballot box duty on Monday night.
 - Commissioner King offered to close the O'Neil Library box.

- Commissioner Ward offered to close the City Hall ballot box.

Precinct staffing, for the most part, all the Commissioners felt good about their current staffing.
New Business

The next meeting is scheduled for Tuesday, November 7, 2023, at 9 PM.

Motion: To adjourn the meeting at 3:46 PM.

Moved by Commissioner Harris
Seconded by Commissioner Ward

Roll Call:

Commissioner Victoria Harris: Yes
Commissioner Larry Ward: Yes
Commissioner Charles Marquardt: Yes
Commissioner Ethridge King: Yes

Passed: 4—0

A True Record

Attested by: *Ethridge King*
Ethridge A. King, Secretary