

# CITY OF CAMBRIDGE



## BOARD OF ELECTION COMMISSIONERS

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### COMMISSIONERS

Ethridge A. King, Jr.  
Larry W. Ward  
Charles J. Marquardt  
Thomas Stohlman

### EXECUTIVE DIRECTOR

Tanya L. Ford

### ASSISTANT DIRECTOR

Lesley Waxman

## **BOARD OF ELECTION COMMISSIONERS MEETING**

### **Minutes of October 30<sup>th</sup>, 2024**

The meeting was called to order at 3:34 PM on October 30<sup>th</sup>, 2024, via Zoom, Present were Commissioner King, Commissioner Marquardt, Commissioner Stohlman, Commissioner Ward, Executive Director Tanya Ford, and Assistant Director Lesley Waxman.

#### **Roll Call:**

Commissioner King	Present
Commissioner Marquardt	Present
Commissioner Stohlman	Present
Commissioner Ward	Present

#### **I. PUBLIC COMMENT**

No public comment

#### **Motion: To close Public Comment**

Moved by Commissioner King

Seconded by Commissioner Marquardt

#### **Roll Call:**

Commissioner King	Yes
Commissioner Marquardt	Yes
Commissioner Stohlman	Yes
Commissioner Ward	Yes

Passed 4-0

#### **II: MINUTES**

#### **Motion: To accept the minutes of October 23<sup>rd</sup>, with corrections.**

Moved by Commissioner King

Seconded by Commissioner Ward

#### **Roll Call:**

Commissioner King	Yes
Commissioner Marquardt	Yes
Commissioner Stohlman	Yes
Commissioner Ward	Yes

Passed 4-0

### III. Reports

#### 1. Executive Director's Report

- Reminded commissioners to set a meeting for November 5<sup>th</sup>, election night and set a meeting for provisional overseas on the 15<sup>th</sup>.
- Commissioner Marquardt pointed out commissioners should make a motion to authorize staff to post a meeting for the audit without having have a meeting. Ms. Waxman noted that the law already allows for that. Commissioner King asked how many days' notices are we given before the audit. Ms. Waxman pointed out the audit law only requires a 24-hour notice for posting and added it will be posted on Friday. Commissioner King asked how soon we must carry out the audit if selected. Ms. Waxman stated we must do it by the 12<sup>th</sup>.

#### 2. Assistant Director's Report

- Ms. Waxman stated she will email the payroll database and asked that commissioners make all the changes as soon as possible. Staff needs all workers by Friday. Catiria will send an email with the paperwork status of all workers and commissioners should follow up as needed to avoid last minute changes. Commissioner Marquardt noted that he and Commissioner Ward will divide the MIT student and get them to Ms. Waxman. Ms. Waxman stated she put them all in for training. She recommended that all workers get an email stating they need to get the training done by Friday. Commissioner pointed out Catiria is doing a really good job. Commissioner Marquardt stated DJ is doing a good job as well. Commissioner Ward stated the entire staff is doing a good job.

#### Commissioners' Reports

- Commissioner Marquardt reported 87 Windsor Street is a valid address. Stated there was sub-precinct and tallying training. There was 10 people present. A lot was missing, and they need to show up for Saturday's session. He also did a designated health care facility and had 14 voters at Sancta Maria.
- Commissioner Stohlman visited his designated health care facility and had approximately 12 voters.
- Commissioner King also did a designated health care facility at Cambridge Homes and had 11 voters. He reported along with Commissioner Stohlman they attended the training conducted by Commissioner Marquardt last night.

### IV. Action Agenda

#### Old Business

#### V. New Business

Next meeting will be November 5<sup>th</sup>, at 9:00 at the Senior Center.

Overseas and Provisional ballot meeting will be November 15<sup>th</sup>, at 3:00 pm at the City Hall Annex

Commissioner King asked for a conformation that there is only one poll pad even for sites with sub-precincts. Ms. Waxman stated if people need two, let her know. Commissioner Stohlman stated 10-2 needed two. Ms. Waxman also confirmed there is one scanner key shared.

#### Motion: To adjourn at 4:00 pm

Moved by Commissioner King

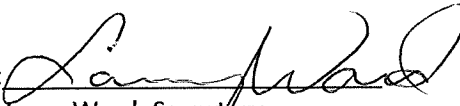
Seconded by Commissioner Ward

**Roll Call:**

Commissioner King	Yes
Commissioner Marquardt	Yes
Commissioner Stohlman	Yes
Commissioner Ward	Yes

Passed 4-0

A True Record

Attested by:   
Larry Ward, Secretary