

A meeting of the Board of Elections Commissioners of St. Louis County was held by video conference, Tuesday, December 15, 2020 due to the coronavirus pandemic and subsequent executive order. Members of the public took the opportunity to attend the meeting by calling into a conference line.

Present at the meeting were:

Sharon Buchanan-McClure	Chair
Trudi McCollum Foushee	Secretary
Matthew Potter	Commissioner
Peggy Barnhart	Commissioner
Steve Garrett	Attorney
Rick Stream	Director
Eric Fey	Director
Christian Tolbert	Deputy Director
Julie Leicht	Deputy Director

Chair Buchanan-McClure called the meeting to order and a roll call was taken. A quorum was present.

No one requested to speak during the Public Forum portion of the meeting. Chair Buchanan-McClure made a point of clarification that anyone is welcome to offer virtual testimony at our meetings.

Chair Buchanan-McClure asked if everyone had read the open minutes from the November 17 meeting. Commissioner Potter made a motion that the open minutes be approved as amended and the closed minutes be approved and Commissioner Barnhart seconded the motion. A vote was taken and the minutes were approved.

Old Business

Website Update

Director Fey announced that after a conference call with County IT, they assured us that they are working toward building capability to handle our traffic. We will continue to explore possibilities of using a third-party election night reporting module. Surrounding counties have done so and it has been very successful. The module is more user-friendly than our current election night reporting. The commissioners and staff discussed an RFP for this module.

New Business

Personnel Manual

Commissioners discussed updating the personnel manual.

Commissioners' Handbook

Commissioners discussed creating a commissioners' handbook.

Request to Destroy

The Election Information Services department has requested permission to securely destroy terminated campaign and committee files from 2014 and 2015, which have a retention period of 5 years. Secretary Foushee made a motion to approve the request for destruction of records and Commissioner Barnhart seconded the motion. A vote was taken and the request was approved.

Financial/Budget

Director Stream explained the monthly financial reports.

End-of-Year Balance

Director Stream announced that \$599,000 of funds unspent in our general revenue budget, along with our required payment, has been used to pay toward the debt service of the voting equipment purchased last year.

Grant Balances

Director Fey broke down the funds remaining from each grant we have received. The remaining balance from the County CARES Act remains unchanged from last month. The County has reimbursed us for non-salary requests but has not provided any reimbursement for additional salary costs due to the pandemic. There is just over \$1 million remaining from the Center for Tech and Civic Life (CTCL) grant. Once the November election billing is complete we will apply additional election expenditures against the grant. The entirety of the SOS CARES Act grant has been spent. The funds remaining from the Secretary of State's Election Efficiency grant will be used to pay temporary employees from the November election.

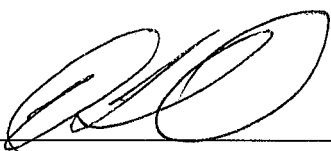
There was nothing to discuss under Personnel in the open meeting.

There was nothing to discuss under Legal in the open meeting.

Chair Buchanan-McClure announced the Board would adjourn after closed session.

Secretary Foushee made a motion that the meeting be closed pursuant to RSMo 610.021(1),(2),(3), (12) and (13) to discuss litigation, real estate, and personnel matters.

Commissioner Potter seconded the motion. A roll call vote was taken and the votes were as follows: Chair Buchanan-McClure, aye; Secretary Foushee, aye; Commissioner Potter, aye; Commissioner Barnhart, aye.



Sharon Buchanan-McClure, Chair

Robert Chambers



Trudi McCollum Foushee, Secretary