



CITY OF CAMBRIDGE

BOARD OF ELECTION COMMISSIONERS

51 Inman Street, Cambridge, Massachusetts 02139-1732 • Telephone 617-349-4361 • TTY: 617-492-0235
Fax: 617-349-4366 • Email: Elections2@cambridgema.gov • Website: www.cambridgema.gov/election

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 August 21st, 2024

The meeting was called to order at 5:32 PM on August 21st, 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 Stohlman

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 August 14th.

Moved by Commissioner Stohlman

Seconded by Commissioner King

Roll Call:

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

Passed 4-0

III. Reports

1. Executive Director's Report

- Ms. Ford asked if poll workers have been asked to work tallying after the election. Commissioner King will confirm with two workers and they need to come to training Saturday. Commissioner Marquardt stated training is August 24th, 11 am to 12:30 pm. Commissioner Stohlman stated he interviewed a worker who has expressed interest. He will check with the worker and cc everyone if the worker will attend training on Saturday. Commissioner Marquardt asked Ms. Ford if she would be doing "preparation meetings". She stated it was cancelled for today, but she sent everyone the packet of information to all departments. She acknowledged she the City Manager supported hoisting it and more departments showed up. She noted the last one was done at the advance processing meeting.

2. Assistant Director's Report

- Ms. Waxman reported as of August 20th, there were 15,362 Early Voting (EV) ballots mailed, 4,367 EV ballots received and accepted, 656 absentee ballots have been sent, and 209 absentee ballots mostly from overseas hand count ballots have been received and accepted.
- Ms. Waxman asked if workers have been told about the Sub-precinct training this Saturday. There is also one on August`29th, at 6:30 pm at 51 Inman.
- Commissioner King noted the drop box have been sparse. Ms. Waxman noted more have been mailed now than were mailed in March.

Commissioners' Reports

- Commissioner Stohlman reported one of his designated health care facilities are on top of everything. He is urging the other one to set up a meeting on Thursday or Friday so that he can get people registered.
- Commissioner King went Cambridge Homes, his designated health care facilities to have voters request vote-by-mail ballots and complete voter registrations. Most of them had received and returned their ballots. He stated he got three request and one voter registration. He also reported he and Commissioner Marquardt attempted to attend the YWCA voter registration on Thursday. It was cancelled due to rain and they were not notified. There will be another one on Thursday the 17th. It will be attended by Commissioners King and Stohlman.
- Commissioner Marquardt scheduled one of his two designated health care facilities. It is going smoothly. The other contact is on vacation.
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IV. Action Agenda

Old Business

- Early Voting Schedule

Ms. Waxman noted she put the Advance Processing and Early Voting schedule on the agenda.

Schedule Week of August 26th

Day	Advanced Processing	Early Voting Coverage	Ballot Packing
Monday	King	Ward	
Tuesday	Marquardt	Stohlman	
Wednesday	Ward	Marquardt	
Thursday	Stohlman	King	
Friday	King	Stohlman	Marquardt and Ward

Early Voting Pick-Up and Drop-Off

Day	Water Department		Main Library		Valente Library	
	Pick-Up	Drop-Off	Pick-Up	Drop-Off	Pick-Up	Drop-Off
Monday	Stohlman	Stohlman	Ward	King	Marquardt	Marquardt
Tuesday	Stohlman	Stohlman	Ward	King	Marquardt	Marquardt
Wednesday	Stohlman	Stohlman	Ward	King	Marquardt	Marquardt
Thursday	Stohlman	Stohlman	Ward	King	Marquardt	Marquardt
Friday	Stohlman	Stohlman	Ward	King	Marquardt	Marquardt

- Ms. Ford asked what time commissioners will show up Saturday for training early voter poll workers. They agreed to show up at the voting site at 8:15 am. Commissioner King thanked Commissioner Marquardt for putting the schedule together. Commissioner Marquardt noted ballot packing will be next Friday at 9:30 am. Ms. Ford asked for the next meeting to be scheduled earlier.
- Commissioner King reported having a great response from poll worker applicants. He held zoom information sessions and got approximately 20 applicants. There are 12 more to be processed. Ms. Ford and Ms. Waxman stress there are people willing to work. Ms. Waxman noted workers have until the 30th to complete training. Commissioner Stohlman asked if there will be another spread sheet sent out with new workers on it. Once paperwork is complete, he will make them available to all commissioners. Commissioner Ward stated there is a lot of interest from people wanting to work the November and pointed out it might be a favorable situation for the commission. Ms. Ford reminded commissioners to keep the office's needs in mind for tabulating on election night. Ms. Waxman suggested commissioners find out who might be available 8 pm -12am after the election. Ms. Ford mentioned commissioners may want to consider hiring people to go to the polls in November to help with tallying. Ms. Waxman added the possibility to do some tallying training leading up to November. She also noted we will have to hand count overseas ballots. She stated that in the last election there were maybe 100, and in the last presidential election, there were 1,000. Commissioner Stohlman noted that we should be trying to find "33 relief pitchers" to help at the polls at the end of the night. Ms. Ford suggested that should happen for at least for the larger polling sites. Commissioner Marquardt stated he can do tally training next week for September 3rd if necessary. Commissioner King asked if anyone was doing an inspector training before the election. Commissioner Ward stated he could do a training before the election.
- Commissioner King conducted a zoom

Statement of Financial Interest

- Ms. Waxman reported there are at less two out of eleven that have filed. Commissioner Marquardt asked her to send him the list of those who have not filed, and he will send them an email. He also clarified that the fine starts from the date they got their letter. Ms. Waxman confirmed.

V. New Business

Next meeting August 28th, at 3:00 pm via zoom.

Motion: To adjourn the meeting at 6:01 PM.

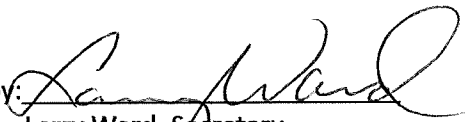
Moved by Commissioner King

Seconded by Commissioner Marquardt

Roll Call:

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

Passed: 4-0
A True Record

Attested by: 
Larry Ward, Secretary