Minutes
Election Commission Meeting
Date: March 24, 2020 2:00 p.m.

In attendance:
Jeannette Robertson (via phone)
Tammy Hodges (via phone)
Robin Kuykendall (via phone)

Call to order at 2:00 p.m. – Jeannette Robertson confirms media was contacted for this meeting.

1. Reading and approval of minutes from March 13, 2020
	1. Robin Kuykendall moved to accept the minutes, Tammy Hodges seconded, voted aye unanimously.
2. Governor’s Executive Order (20-08) and Letter to the Secretary of State regarding the COVID 19 emergency
	1. The Governor recommends reducing the number of Polling Centers into as few sites as possible.
	2. Tammy Hodges moved that the Jonesboro Polling Center be located at the Election Annex (315 W. Jefferson), the Lake City Courthouse Polling Center (113 Cobean) would be open for Election Day as well. Robin Kuykendall seconded, voted aye unanimously.
	3. Robin Kuykendall added to the previous motion that all poll workers be notified of the changes. Tammy Hodges seconded the addition, voted aye unanimously.
	4. All other previous Polling Centers will be closed. Jennifer Clack will post signs at these locations.
	5. Robin Kuykendall moved to send a letter to the Governor thanking him for taking this action. Jeannette Robertson suggested we get a draft written and submit it for a vote at the next Election Commission Meeting on Election Night. Robin Kuykendall withdrew her motion.
	6. Precautions to be enacted at the Election Annex
		1. Markers on the floor to ensure 6-foot distance between voters while in line.
		2. Hand sanitizer provided for all voters upon registration.
		3. Regular sanitation (every 30 minutes, more if possible) of machines, tablets, styluses and surfaces throughout Election Day.
		4. Gloves will be provided to workers.
		5. Poll workers will practice hand hygiene regularly during the day.
3. Robin Kuykendall reported that Camfil donated 10 filter masks to be used by poll workers on Election Day.
4. Robin Kuykendall moved to approve the purchase of a web camera for the Election Annex desktop computer so a Zoom meeting can be used for Election Night. Tammy Hodges seconded, voted aye unanimously.
5. Jeannette Robertson moved to adjourn at 2:54 p.m., Robin Kuykendall seconded, voted aye unanimously.