

RECEIVED

By City Clerks Office at 3:12 pm, May 28, 2025

Board of Registrars Meeting

Location: Held in Council Chamber Conference on March 19, 2025 at 9:00am

Attendance: Frank Wright, Fritz Sanzone, Tanji Cifuni, Diane Colella and Greg Pagnini

Motion to open the meeting made by Tanji Cifuni at 9:06 AM

First agenda item – **Call to Order**

All members were present.

Next agenda Item was 1 Vacancy on the Board

Tanji provided an update notifying the Board that Alison Boone has been chosen to fill the vacancy and will be sworn in to office in April.

Next agenda Item was – **Update on Election Staffing**

Tanji provided an update on the interview process and the new hire was to start on March 24, 2025

Next agenda Items was – **Renovating and Moving the Election Office**

The Election Office has been relocated to across the hall from the City Clerks Office. The office has been completely painted, carpets steamed and locks changed. The office has a fresh look and the flow of the office will work more efficiently.

Next agenda item was – **Updating the Elections Page on City Website**

Website page has been revised to reflect the new roles that have filled in Elections and BOR.

Next agenda item was – **Reorganized all Election supply bins and penda flex folders for 2025 Election**

Sharon Macone assisted the Elections office with updating all of our forms to reflect the 2025 election and all supply bins have been restocked.

Next agenda item was – **Update on the 2025 Census**

We continue to receive census forms and update our residents records with their response.

Next agenda item was – **Researching the Confirmation Cards and Mailing**

Working with LHS to get the quote to print and mail out the first round of confirmation cards for the 2025 census.

Next agenda item was – **The Public Safety list**

500 residents have been coded in the election system.

Next agenda items was – **Approve the Minutes from February 2025**

Motion to approve the minutes from February 2025 meeting made by BOR Member Frank Wright

Seconded by BOR member Fritz Sanzone

Motion to adjourn the meeting made by Tanji Cifuni at 9:30 am

2nd by BOR member Sanzone

Meeting was adjourned.