Minutes
Election Commission Meeting
Date: May 18, 2021

In attendance (via Zoom):
Jeannette Robertson
Tammy Hodges
Robin Kuykendall
Judge Marvin Day (in person)

Call to order at 7:32 p.m. – Jeannette Robertson confirms media was contacted for this meeting.

1. Read and approved minutes from April 2, 2021.
	1. Robin Kuykendall objected that her conditional signatures on the Lake City Runoff provisional envelopes were removed.
	2. Jennifer Clack stated that there are only two commissioner signatures needed on the envelopes which were obtained. The conditional signatures were removed by striking through them.
	3. Jeannette Robertson explained that there was no problem in the state of the provisional envelope to necessitate a conditional signature from Robin. The information on the envelope was complete and verified by the Election Coordinator and did not need the Clerk’s signature to be signed by the commissioners.
	4. If a similar situation occurs again, Robin will be given the chance to strike out her marks as conditional before being removed.
	5. The envelopes were signed by the County Clerk before storage in the archives.
	6. Robin Kuykendall moved to accept the minutes, Tammy Hodges seconded, voted aye unanimously.
2. Federal PPE storage and donation
	1. An email was sent out by the Secretary of State requesting inventories of donated PPE items.
	2. Craighead County did not donate the PPE received to an outside organization.
	3. Per the early instructions from SoS, election commissions could offer their expirable items for county government-wide use. Jennifer Clack coordinated with Anthony Coy (Office of Emergency Management) to arrange use of the PPE by the county.
	4. Stable items (masks, shields, etc.) will be stored for the next Federal Election.
	5. An inventory was sent to Kurt Naumann at SoS on December 15, 2020.
3. The date for the School Board Election certification meeting was set for May 24, 2021 at noon via Zoom. Documents will be available for signing by the commissioners starting at 8:00 a.m. on May 24.
4. The meeting was adjourned at 8:36 p.m. Tammy Hodges moved for adjournment, Robin Kuykendall seconded, vote aye unanimously.