Minutes
Election Commission Meeting
Date: September 4, 2020 1:00 p.m.

In attendance (all via Zoom):
Jeannette Robertson
Tammy Hodges
Robin Kuykendall
Asad Khan
Shawn Only
Shunquetta Cunningham

Call to order at 1:05 p.m. – Jeannette Robertson confirms media was contacted for this meeting.

1. Reading and approval minutes from August 21, 2020
	1. Robin Kuykendall moved to accept the minutes, Tammy Hodges seconded, voted aye unanimously.
2. General Election Runoff Polling Centers
	1. Per the governor’s order, commissions can reduce their polling centers for the General Election Runoff on Dec. 1, 2020.
	2. We have to have one center open per ward in Jonesboro.
		1. Walnut Street Baptist (Ward 1)
		2. Parker Park Community Center (Ward 2)
		3. First National Bank Arena (Ward 3)
		4. Valley View Church of Christ (Ward 4)
		5. Forest Home Church (Ward 5)
		6. Allen Park Community Center (Ward 6)
	3. We can close the centers outside of the city limits except for Lake City Courthouse.
	4. Tammy Hodges moved to adopt the closures stated above, Robin Kuykendall seconded, voted aye unanimously.
3. 2021 Budget
	1. The budget submission for 2021 has been completed by Jeannette Robertson and Jennifer Clack.
	2. This budget will be sent to the other commissioners for their information.
4. Website
	1. The new Craighead County website is live. The election commission has a section of the website.
	2. There is a space for bios of the commissioners if they wish to submit one.
5. Voter Education
	1. Though it is not the legal duty of the Election Commission to provide voter education, the Craighead County Election Commission has tasked Jennifer Clack to provide voter education when needed.
	2. Jennifer has spoken to a number of community groups and participated in interviews for news outlets.
	3. The Election Commission has oversight for poll worker training, provisional vote review, compliance of election sites with state and federal law including ADA, ballot creation for submission to ESS and additional duties as outlined by state law.
	4. Any other aspects of the election process (i.e. absentee voting, early voting) are handled by the County Clerk’s office. That separation of tasks must be respected.
6. Executive Session
7. Executive Session ends at 2:50 p.m.
8. Motion to adjourn at 2:51 p.m. made by Jeannette Robertson, seconded by Tammy Hodges, voted aye unanimously.