



## BOARD OF ELECTIONS AGENDA

Tuesday, October 31, 2023 at 1:00 P.M.

Willowbank Office Building

420 Holmes Street, Room 146

Bellefonte, PA 16823

[Register](#) online to receive a notification when meeting agendas are posted.

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- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Elections. For items not on the agenda, the Board of Elections will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

- IV. ADDITIONS TO THE AGENDA

In accordance with ACT 65 of 2021, no discussion or action will be allowed for any item not included on the published agenda unless the item is one of an emergency nature or is de minimus in scope and does not require funding authorization and/or a contract or agreement. A majority vote of the Board is required to add an item to the agenda. All provisions of Act 65 regarding requirements for updating a published agenda after the meeting are in effect.

- V. MINUTES

The Board will consider approving the minutes from the October 19, 2023 Board of Elections meeting.

Action: *APPROVE the minutes from October 19, 2023 meeting.*

- VI. NEW BUSINESS

- A. Resolution 1 of 2023 – A Resolution to appoint John Franek Jr., Beth Lechman, Natalie Corman, Sharon Johnson, Elizabeth Haushalter and Kristina Konrath as persons to administer oaths for the 2023 Municipal Election.

Action: *APPOINT the members to administer oaths.*

- B. Appointment of the Board of Elections and Elections Staff as the Official Count Board and Provisional Ballot Boards for the 2023 Municipal Election.

Action: *APPROVE the appointment.*

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Election Board/Official Count Board/Provisional Ballot Board Meeting  
Schedule (This schedule is tentative, and adjustments may need to be made):

Thursday, November 9, 2023 – 2:00 PM

- Adjudication of Civilian Absentee ballots and Mail-In ballots
- Canvass and tabulate In-Person Election Day ballots
  - Board will perform review of (a) Numbered List of Voters, (b) general returns of results cast, (c) Election Day results tapes, and (d) Election Night Reports for each Precinct
- Canvass and tabulate Military/Civilian Overseas ballots
- Adjudicate, tabulate, and canvass provisional ballots

Monday, November 13, 2023 – 10:00 AM

- Canvass and tabulate mail-in Election Day ballots
- Adjudication of Civilian Absentee ballots and Mail-In ballots
- Adjudicate, tabulate, and canvass provisional ballots
- 2% Statistical Audit of In-Person Election Day ballots
- Canvass and tabulate Military/Civilian Overseas ballots

Tuesday, November 14, 2023 – 3:00 PM

- Certify Unofficial Results

Tuesday, November 21, 2023 – 3:00 PM

- Certify Official Results

V. ELECTION ANNOUNCEMENTS

- The next scheduled Board of Elections meeting is Tuesday, November 7, 2023, at 6:00 AM at the Willowbank Building Room 146.

VI. EXECUTIVE SESSION REPORT

VII. QUESTIONS FROM THE PRESS

VIII. ADJOURN