



**City of Mount Rainier
Board of Elections Meeting
City Hall
7:15pm
One Municipal Place
1 May 2015**

Minutes

Attendees:

Maxine Drakeford; Abby Greenwell; Karl Jones; Matt Weber; and Ophelia Baxter

Ballots

- Matt will obtain official ballots printed (500 per ward) and provisional ballots on May 3.
- Ballots were printed at FedEx Kinkos in College Park.

Election Set-Up

- City Council Chamber room was re-organized to allow for two private polling places.
- Screens were arranged around each polling booth (table) and signs were hung. Election Board was careful to review space in the booths to ensure ease of accessibility.
- Elevator function was reviewed.
- Maxine provided instructions on how general Election Day set-up is conducted, including reviewing the various signs that must be placed (handicap parking, accessibility, no electioneering beyond this point, and the like).
- All Board members agreed to arrive at polling place as close to 6:00am as possible. All Board members would be at the polling location the entire day with the following exceptions: Nichole will come directly from airport after her flight lands; Abby requires three medical breaks; and Matt must handle childcare duties.

Set-Up Completion

MRBOE completed the election site set-up at 9:45 pm.

Next Meeting

- The BOE will meet at 7:00pm on Tuesday, May 5, at City Hall.