

**Bear Creek Township Election Commission Meeting**  
**April 6, 2020**

- I. Time: 9:00 a.m.
- II. Roll Call: Keiser, Golding, Kendziorski
- III. Election Update
  - a. Kendziorski gave an update as to the Bureau of Election's instructions for conducting this election, during this time of a global pandemic (coronavirus). She noted that this election will be conducted primarily by mail, but there will still be an in person voting option, which will most likely take place in a portion of the hall.
- IV. Appointing Election Inspectors
  - a. Kendziorski would like to appoint the following individuals for the May 5, 2020 Special Election:
    - i. AVCB
      - 1. Heidi Kendziorski (R)
      - 2. Kathy Dufek (D)
      - 3. Lizzy Dufek (R)
    - ii. In Person Polling/Clerk's Office
      - 1. Emma Kendziorski (R)
    - iii. Additionally, Kendziorski would like to appoint Jeff Dufek (R) to work the AVCB if needed. She believes that the AVCB should be fine as is, but with the instability of this election and the possibility of everyone voting absentee, she would like permission to hire Jeff Dufek if needed.
  - b. **Motion** by Keiser to appoint election inspectors presented by the clerk, with the addition of hiring Jeff Dufek on an as need basis, 2<sup>nd</sup> by Golding. **Passed**
- V. Appointing Receiving Board
  - a. Kendziorski stated that the Receiving Board must consist of an even number of Republicans and Democrats. She suggested that the receiving board consist of the following individuals:
    - i. Heidi Kendziorski (R)
    - ii. Kathy Dufek (D)
  - b. **Motion** by Golding to appoint receiving board as presented by clerk, 2<sup>nd</sup> by Kendziorski. **Passed**
- VI. Designate Chairpersons
  - a. Kendziorski suggested the following Chairperson:
    - i. AVCB: Lizzy Dufek
  - b. **Motion** by Keiser to designate the chairperson as presented by the clerk. 2<sup>nd</sup> by Golding. **Passed**
- VII. AVCB Start Time
  - a. Kendziorski noted that the Election Commission needs to designate a start time for the AVCB on election day. She feels a 7am start time would be fitting.
    - i. **Motion** by Golding to open the AVCB at 7am on Election Day. 2<sup>nd</sup> by Keiser. **Passed**

VIII. Adjournment: 9:15 a.m.

Respectfully Submitted,

*Emma Kendziorski*

Emma Kendziorski, BCT Clerk