



**Pulaski County Election Commission  
Meeting Minutes  
August 20, 2018  
4:00 p.m.**

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Members Present

Pat Hays  
Leonard A. Boyle, Sr.  
Jason R. Davis

Staff Present

Bryan Poe  
Betty Green  
Amanda Dickens  
Shawn Camp

Visitors Present: Rebecca Lynn, County Clerk's Office; Mayor Virginia Young, City of Sherwood Mayor

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The meeting was called to order at 4:00 p.m. by Chair Pat Hays. A quorum was present, with all commissioners in attendance.

*Approval of Meeting Minutes*

Commissioner Boyle moved to accept the minutes as written; seconded by Commissioner Davis. Motion passed by voice vote.

**Business**

*Polling Location Change*

Mayor Virginia Young addressed the Pulaski County Election Commission regarding the polling location change from Jack Evans Senior Citizen Center to First Christian Church on Kiehl Avenue. Mayor Young is requesting that the location be changed back to Jack Evans Senior Citizens Center with her main concerns being the flow of traffic for entrance and exit to First Christian Church.

Mayor Young was informed the decision has already been made to hold the upcoming election at the First Christian Church. This is not a permanent change to First

Christian Church and feedback is welcome to help with the determination of whether to make First Christian Church a permanent polling location. Mayor Young was also assured that a notification will be sent to the voters advising them of the change in polling location.

*Review of Candidate Political Practice Pledges for the November 6, 2018 General Election*

Commissioner Boyle moved for the certification of the list of candidates; seconded by Commissioner Davis. Motion passed by voice vote.

**Other Business**

*Schedule of Upcoming Meetings*

August 27, 2018 at 5:00 p.m. for ballot draw for the General Election to be held on November 6, 2018.

Commissioner Boyle moved for an executive session; seconded by Commissioner Davis. Motion passed by voice vote.

Meeting recessed for executive session at 4:30 p.m.

Meeting resumed at 5:00 p.m.

*Proposal of New Job Description for the Assistant Director*

Mary Ann Zakrzewski, Director of Human Resources submitted a proposal for changes to the job description and salary for the Assistant Director of the Election Commission. Commissioner Davis moved for the rejection of the proposed job description and to keep the current job description and salary for the Assistant Director of the Election Commission; seconded by Commissioner Boyle. Motion passed by voice vote.

Director Poe is to draft to a letter for the Commissioners to sign regarding the proposed changes that will be submitted to Human Resources.

Commissioner Davis moved the adjournment of the meeting; seconded by Commissioner Boyle. Motion passed by voice vote.

Meeting adjourned at 5:07 p.m.