

Board of Elections – Meeting Minutes

Date: March 03, 2026

Time: 9:30 AM

Location: Board of Elections Office

Call to Order

Chairman Dean Cook called the meeting to order at 9:30 AM.

Attendees

- Dean Cook, Chairman
- Barbara Luke, Board Member
- Fred Vogel, Board Member
- Richard Coglianese, Board Member
- Brandon Clay, Director
- Gretchen Kinney, Election Specialist
- Brian Metzbower, Secretary of State Liaison

Approval of Minutes

The minutes from the February 3, 2026, meeting were presented for approval.

Motion: Barbara Luke moved to approve the minutes as submitted.

Second: Fred Vogel seconded the motion.

Outcome: The motion carried unanimously.

Approval of Bills

The Board reviewed the invoices submitted for payment. Vendors included:

- Xerox
- Black Ops Destruction
- Election Center
- RBM Consulting
- Pitney Bowes

Motion: Fred Vogel moved to approve payment of the bills as presented.

Second: Richard Coglianese seconded the motion.

Outcome: The motion was approved unanimously.

Year-to-Date Budget Review

Director Clay presented the year-to-date budget report. He reported that the budget remains on track, with all expenditure lines expected to be nearly fully expended by the end of the fiscal year. No concerns were raised by the Board.

Write-Ins Republican Central Committee – May 2026 Primary Election

- Sandra Kay Conley – Millcreek Twp
- Michael R. Plotner – Washington Twp

Motion: Fred Vogel moved to approve these candidates for Write-Ins, Republican Central Committee.

Second: Barbara Luke seconded the motion.

Outcome: The motion was approved unanimously.

Machine Allocation

The Board was presented with the machine allocation for each polling location. A total of 57 carts, housing 228 machines, and 17 OVO will be deployed for the May Primary.

Motion: Richard Coglianese moved to approve the total number of machines for deployment.

Second: Fred Vogel seconded the motion.

Outcome: The motion was approved unanimously.

Ohio Election Integrity Commission training

Director Clay educated the Board on the transition in which the OEIC will be taking the place of the Ohio Elections Commission. Training will be required for all staff involved in managing campaign finance, including the Director, Deputy Director, and Board Members. All required training must be completed by March 26, 2026.

Polling location contract

Chairman Cook mentioned that himself and Board Member Coglianese are still revising the contract and will table this topic till further notice.

Misc.

Director Clay informed the Board that the current moving company we work with is in the process of selling the business. We are awaiting contact from the prospective buyer. However, the deadline for confirmation is Friday March 6, 2026. If we do not receive confirmation by that date, we will need to develop an alternative plan for moving the election equipment.

Adjournment

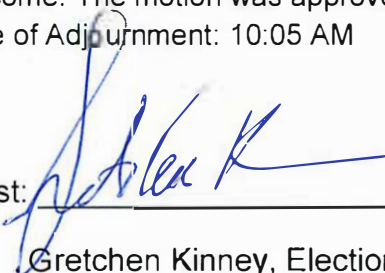
Motion: Richard Coglianese moved to adjourn the meeting.

Second: Fred Vogel seconded the motion.

Outcome: The motion was approved unanimously.

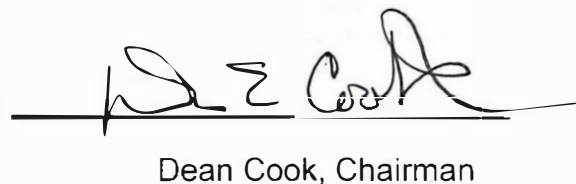
Time of Adjournment: 10:05 AM

Attest:



Gretchen Kinney, Election Specialist

Chairman:



Dean Cook, Chairman