



Crawford County Board of Election Commissioners

Meeting Minutes – Friday, March 3rd, 2023, 9:00 AM

CCBEC Headquarters – 405 S Third St., Van Buren, AR

Call to order by Chairman Moxley at 9:08 AM

In attendance:

- Chairman Moxley
 - Commissioner Williams
 - Coordinator Walker
 - Commissioner Boucher, Arriving Late
 - Others (see attached)
-
- Public Comment – Sheila Bell
 - Democratic Party of Crawford County Chairwoman.
 - Ms. Bell voiced her support of the electronic voting equipment currently in use by the CCBEC.
 - Website Kickoff – Matchstick Studio
 - Commissioners engaged in discussion with the design team from Matchstick Studio about content to be added to the website.
 - Commissioner Williams will be the point of contact.
 - Commissioner Boucher arrived at 9:31
 - Ballot Positioning Draw
 - No contested races, Terra R. Baker awarded position one for the Mountainburg School District Board of Directors, Zone 2.

- Motion to approve Ballot Positioning Draw form (attached) by Commissioner Boucher, Second by Commissioner Williams.
 - No voice vote, commissioners' signatures signify an affirmative vote.
- Motion to approve February 22nd Meeting Minutes by Commissioner Boucher, Second by Commissioner Williams.
 - In favor: All
- Notice of Employment – Election Coordinator
 - Notice introduced by Chairman Moxley (attached).
 - Motion to approve by Commissioner Williams, Second by Commissioner Boucher.
 - In favor: All
- FOIA Request– Scott Gray
 - Response letter introduced by Commissioner Williams (attached).
 - Motion to approve by Commissioner Williams, Second by Commissioner Boucher.
 - In favor: All
- Rules for Public Comment
 - Rules introduced by Commissioner Williams (attached).
 - Motion to approve by Commissioner Boucher, Second by Commissioner Williams.
 - In favor: All
- Consultation with School Boards
 - Letters to the Mulberry/Pleasant View, Mountainburg, and Van Buren School Boards introduced by Commissioner Williams (attached).
 - Motion to approve the letter to the Van Buren School Board by Commissioner Williams, Second by Commissioner Boucher.
 - In favor: All
 - Motion to approve the letter to the Mountainburg School Board by Commissioner Boucher, Second by Commissioner Williams.
 - In favor: All

- Motion to approve the letter to the Mulberry/Pleasant View School Board by Commissioner Williams, Second by Commissioner Boucher.
 - In favor: All
- Budget Transfer Request
 - Budget Transfer Request introduced by Commissioner Williams (attached).
 - Motion to approve by Commissioner Boucher, Second by Commissioner Williams.
 - In favor: All
- Motion to adjourn made by Commissioner Williams.
 - In favor: All
- Chairman Moxley presented Coordinator Walker with a plaque and thanked him for his years of dedicated service to elections in Crawford County

There being no further business, the meeting was adjourned by Chairman Moxley at 10:11 AM.

Respectfully submitted,

John Paul Williams, Secretary, Crawford County Board of Election Commissioners



Crawford County Board of Election Commissioners

Agenda – Friday, March 3, 2023, 9:00 AM

CCBEC Headquarters – 405 S Third St., Van Buren, AR

- Call to Order – Chairman Moxley
- Review February 22nd Meeting Minutes
- Public Comment
- Information Items
- Ballot Positioning Draw
- Notice of Employment
- FOIA Request – Scott Gray
- Proposed Rules for Public Comment Section
- Consultation With School Boards
- Budget Transfer Request
- Commission Website Kickoff – Matchstick Studio
- Adjourn



Crawford County Board of Election Commissioners

Meeting Attendance – Friday, March 3, 2023, 9:00 AM

CCBEC Headquarters – 405 S Third St., Van Buren, AR

Print Name		Email Address
Please include an email address to receive a copy of this meetings minutes		
P	Chairman Mike Moxley	mikemoxley@hotmail.com
T	Commissioner Memory Boucher	mboucher1204@gmail.com
P	Commissioner John Paul Williams	johnpaulwilliams01@gmail.com
P	Coordinator Tim Walker	twalker@crawford-county.org
A	Attorney Gentry Wahlmeier	gentry@wahlmeierlaw.com
A	Candidate Terra R. Becker	terrabecker33@gmail.com
1	MATCHSTICK STUDIOS	
2	Sheila Bell	swbv6@hotmail.com
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JPW



Crawford County Board of Election Commissioners

Ballot Position Draw – Friday, March 3, 2023, 9:00 AM

CCBEC Headquarters – 405 S Third St., Van Buren, AR

Contest	Candidate	Candidate Present?	Position
Mountainburg School District Board of Directors Zone 2	Terra R. Becker	No	1

Mulberry / Pleasant View School District Board of Directors Zone 2:

No candidates filed

Van Buren School District Board of Directors Zone 3:

No candidates filed

A.C.A § 7-5-207 (c) (1)

The order in which the names of the candidates shall appear on the ballot shall be determined by lot at a public meeting of the county board of election commissioners not less than seventy-two (72) days before the general election.

Chairman Mike Moxley

Commissioner John Paul Williams

Commissioner Memory Boucher



Crawford County Board of Election Commissioners

405 S Third Street, Van Buren, AR 72956 | (479) 471-3222

Please publish the following public notice in the Press Argus-Courier on March 8th and March 15th.

Please send the invoice and proof of publication to the Crawford County Board of Election Commissioners, 405 S Third St, Van Buren, AR 72956.

Thank you,

A handwritten signature in black ink that reads "Mike Moxley".

Mike Moxley, Chairman, CCBEC

This correspondence was approved by majority vote of the Crawford County Board of Election Commissioners on Friday, March 3rd, 2023.

Notice of Employment

The Crawford County Board of Election Commissioners (CCBEC) is accepting applications for the position of Election Coordinator. The duties of this position include, but are not limited to, programming & preparing voting equipment, training poll workers, advising the CCBEC, and managing public relations.

Please email resumes to ccecparttimeposition@gmail.com. Viable candidates will be contacted with more information about the position and an opportunity to interview.

For questions regarding this position please contact Chairman Moxley at mmoxley@crawford-county.org.

The deadline for applications to be considered is March 24th at 5:00PM.



Crawford County Board of Election Commissioners

405 S Third Street, Van Buren, AR 72956 | (479) 471-3222

March 3rd, 2023

To: Scott Gray
1031 Hickory Creek Drive
Alexander, AR 72002
(501) 454 - 7675

From: Crawford County Board of Election Commissioners

Subject: FOIA Request Dated Monday, February 27th, 2023

Mr. Gray,

The Election Commissioners received the request for documentation that was submitted to the Crawford County Clerk on Monday, February 27th, 2023. The complete email chain is attached. The documentation requested does not exist as the audit of the 2022 general election has not been conducted. Therefore, this request cannot be fulfilled at this time. Auditors from the State Board of Election Commissioners will be conducting the audit at 1:30 PM on Tuesday, March 7th, 2023, at the Crawford County Board of Elections office, 405 S Third Street, Van Buren, AR. Since the State Board of Election Commissioners will be the proper custodian of the records of the audit, please resubmit your request to the State Board of Election Commissioners after the audit has been conducted at Info.SBEC@arkansas.gov, or (501) 682-1834 or (800) 411-6996.

Best Regards,



Mike Moxley

Chairman, Crawford County Board of Election Commissioners

CC: Crawford County Clerk

This response was approved by majority vote of the Crawford County Board of Election Commissioners on Friday, March 3rd, 2023.

Tim Walker <TWalker@crawford-county.org>
To: John Paul Williams <johnpaulwilliams01@gmail.com>
Cc: mike moxley <mikemoxley@hotmail.com>, Memory Boucher
<mboucher1204@gmail.com>

Mon, Feb 27, 2023 at 12:32 PM

-----Original Message-----

From: Stacey Shelly <SShelly@crawford-county.org>
Sent: Monday, February 27, 2023 12:24 PM
To: Tim Walker <TWalker@crawford-county.org>; mikemoxley@hotmail.com
Subject: FW: FOIA request

I received this email this morning and I don't believe its something I can help with. Do you have this information to pass along to this gentleman? Let me know!

-----Original Message-----

From: Scott Gray <scott@graymediacorp.com>
Sent: Monday, February 27, 2023 10:28 AM
To: Stacey Shelly <SShelly@crawford-county.org>
Cc: Robert Steinbuch <resteinbuch@gmail.com>; Alison Gray
<alison@graymediacorp.com>
Subject: FOIA request

CAUTION: This email originated outside of crawford-county.org. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Pursuant to the Arkansas Freedom of Information Act, I hereby request the following:

- 1.) All documents related to the just-completed 2022 general election audit, including, but not limited to:
 - a.) audit procedures,
 - b.) results,
 - c.) internal notes and working papers.

Please submit electronically and acknowledge receipt.

Thank you,

Scott Gray
1031 Hickory Creek Drive
Alexander, AR 72002
501-454-7675



Crawford County Board of Election Commissioners

405 S Third Street, Van Buren, AR 72956 | (479) 471-3222

Rules for Public Comment at Meetings of the CCBEC

Adopted March 3, 2023

Authority: A.C.A. § 14-14-109 (b)

“In any meeting required to be open to the public, the county quorum court, committee, board, or other entity shall adopt rules for conducting the meeting which afford citizens a reasonable opportunity to participate prior to the final decision.”

Definitions:

- CCBEC: Crawford County Board of Election Commissioners
- Qualified Elector: Any person duly registered and qualified to vote pursuant to the provisions of Arkansas Constitution, Amendment 51.

Rules:

1. There shall be a period for public comment at each meeting of the CCBEC. The period for public comment shall follow the approval of the previous meeting minutes but shall come before the conduct of any other business of the CCBEC.
2. For an individual to be recognized by the Chair to speak at a meeting of the CCBEC, the individual must:
 - a. Be an elected official or candidate for public office or,
 - b. Be a qualified elector of Crawford County and,
 - i. Be invited to speak by a member of the CCBEC or,
 - ii. Submit a request to be recognized to the Chair, via email, prior to the start of the meeting or,
 - iii. Sign their name to the provided sign-up sheet prior to the start of the meeting.

3. Speakers that are properly recognized by the Chair shall be afforded two (2) minutes to offer their remarks.
 - a. Candidates for public office, elected officials, and employees of the county or state shall be afforded five (5) minutes.
 - b. Speakers may be afforded more than the above specified time by a majority vote of the CCBEC.
4. Speakers may submit written remarks to the CCBEC in place of or in addition to speaking before the CCBEC.
 - a. Written remarks shall be included in the official minutes for the meeting.
 - b. Any written or visual aid materials provided to the CCBEC by a speaker shall constitute written remarks for the purposes of this rule.
5. Speakers shall only address the CCBEC, never the audience.
6. Speakers shall begin their remarks by identifying themselves and, if applicable, the organization they represent.
7. Speakers shall return to their seat or leave the meeting room at the conclusion of their remarks.
8. Speakers shall refrain from unduly repetitious commentary.
9. Speakers shall not employ profane or threatening language.
10. Speakers shall not engage in personal attacks against the commissioners, candidates for public office, or any other individuals.
11. Speakers shall respect both the decorum of the public meeting and the authority of the Chair as the CCBEC's presiding officer.
12. Violations of any of these rules may result in the speaker's recognition being discontinued or being removed from the meeting room, at the discretion of the Chair.
13. These rules must be adopted by unanimous vote of the CCBEC.
14. These rules may be amended by unanimous vote of the CCBEC.
15. Any of these rules may be waived by majority vote of the CCBEC on a case-by-case basis.



Crawford County Board of Election Commissioners

405 S Third Street, Van Buren, AR 72956 | (479) 471-3222

March 3rd, 2023

To: Van Buren School District Board of Directors

From: Crawford County Board of Election Commissioners

Subject: May 2023 Annual School Election

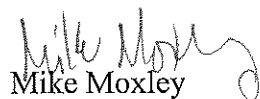
Directors,

The purpose of this letter is to present the options available to the Van Buren School Board to meet the requirements for the upcoming Annual School Election to be held on May 9th, 2023 [A.C.A. § 6-14-106 (a)(2)]. The list of candidates certified by the Crawford County Clerk does not include a candidate from the Van Buren School District. The Van Buren School Board has three options [A.C.A. § 6-14-102 (c)(1)]:

1. Option one, do nothing. This option will mean the election will be carried out in the traditional fashion; absentee ballots will be sent out by the Crawford County Clerk to those who properly request them, a polling place will be established for early voting, and polling places will be established for election day voting.
2. Option two, the Van Buren School Board may pass a resolution requesting the Crawford County Board of Election Commissioners reduce the number of polling places on election day. The Van Buren School Board may specify the number of polling places and the locations of those polling places in your request. A map of current Crawford County Polling Places is attached for reference.
3. Option three, the Van Buren School Board may pass a resolution requesting that the election be conducted by absentee ballot and early voting only. This would mean that no polling places would be open on election day.

The Election Commissioners recommend option 3 since it is the least expensive option [A.C.A. § 6-14-118]. The relevant sections of the Arkansas Code as well as a pair of example resolutions are attached. An election commission member will be available at the next meeting on March 14th, 2023, to answer any questions regarding this election.

Best Regards,


Mike Moxley

Chairman, Crawford County Board of Election Commissioners

This correspondence was approved by majority vote of the Crawford County Board of Election Commissioners on Friday, March 3rd, 2023.

A.C.A. § 6-14-106 (a) (2)

The county board of election commissioners shall consult with each school district regarding:

- A. The number of polling sites to designate for each school district; and
- B. The location of the polling sites.

A.C.A. § 6-14-102 (c) (1)

When the annual school election is not held at the same time as a preferential primary or general election, if no more than one (1) candidate for a school district director position presents a petition or notice as required by § 6-14-111 and if there are no other ballot issues to be submitted to school district electors for consideration, with the exception of the local tax rate if that rate is not being changed or restructured, the board of directors of a school district, by resolution, may request the county board of election commissioners to:

- A. Reduce the number of polling places;
- B. Open no polling places on election day so that the election can be conducted by absentee ballot and early voting only; or
- C.(i.) Declare an election by candidate to be held;
- C.(ii.) Open no polling places; and
- C.(iii) Allow the candidate to cast a ballot for himself or herself at a designated time and location on election day or during the period that would otherwise be designated for early voting.

Option 2 Reduced Polling Sites Resolution

WHEREAS no more than one (1) candidate for the Van Buren School District Board of Directors has presented a petition or notice in writing to the Crawford County Clerk as required by A.C.A. §6-14-111 for the Annual School Election to be held on May 9th, 2023, and,

WHEREAS this board is presenting no change in the school district's millage rate or other ballot issues to be submitted to the district electors for consideration,

BE IT THEREFORE RESOLVED that the Van Buren School District Board of Directors requests the Crawford County Board of Election Commissioners open one polling place, located at the Crawford County Emergency Operations Center, 1820 Chestnut Van Buren, AR, on the date of the election.

Option 3 Early & Absentee Resolution

WHEREAS no more than one (1) candidate for the Van Buren School District Board of Directors has presented a petition or notice in writing to the Crawford County Clerk as required by A.C.A. §6-14-111 for the Annual School Election to be held on May 9th, 2023, and,

WHEREAS this board is presenting no change in the school district's millage rate or other ballot issues to be submitted to the district electors for consideration,

BE IT THEREFORE RESOLVED that the Van Buren School District Board of Directors requests the Crawford County Board of Election Commissioners open no polling places on the date of the election so that the election can be conducted by absentee ballot and early voting only.



Crawford County Board of Election Commissioners

405 S Third Street, Van Buren, AR 72956 | (479) 471-3222

March 3rd, 2023

To: Mountainburg School District Board of Directors

From: Crawford County Board of Election Commissioners

Subject: Election by Candidate Procedures for the May 2023 Annual School Election

Directors,

The purpose of this letter is to present the options available to the Mountainburg School Board to meet the requirements for the upcoming Annual School Election to be held on May 9th, 2023 [A.C.A. § 6-14-106 (a)(2)]. The list of candidates certified by the Crawford County Clerk includes only one candidate from the Mountainburg School District. The Mountainburg School Board has three options [A.C.A. § 6-14-102 (c)(1)]:

1. option one, do nothing. This option will mean the election will be carried out in the traditional fashion; absentee ballots will be sent out by the Crawford County Clerk to those who properly request them, a polling place will be established for early voting, and a polling place will be established for election day voting.
2. Option two, The Mountainburg School Board may pass a resolution requesting that the election may be conducted by absentee ballot and early voting only. This would mean that no polling places will be open on election day.
3. Option three, The Mountainburg School Board may pass a resolution requesting the Crawford County Board of Election Commissioners to declare an election by candidate. This would mean that no polling places would be opened for early vote or on election day. Instead, the candidate would vote a single ballot at a meeting of the Election Commissioners on election day or during the period that would otherwise be designated for early voting. This option is a change in the law from 2021.

The Election Commissioners recommend option 3 since it is the least expensive option [A.C.A. § 6-14-118]. The relevant sections of the Arkansas Code as well as a pair of example resolutions are attached. A member of the Election Commission will be available at the next Mountainburg School Board meeting on March 13th to answer questions regarding this election.

Best Regards,


Mike Moxley

Chairman, Crawford County Board of Election Commissioners

This correspondence was approved by majority vote of the Crawford County Board of Election Commissioners on Friday, March 3rd, 2023.

A.C.A. § 6-14-106 (a) (2)

The county board of election commissioners shall consult with each school district regarding:

- A. The number of polling sites to designate for each school district; and
- B. The location of the polling sites.

A.C.A. § 6-14-102 (c) (1)

When the annual school election is not held at the same time as a preferential primary or general election, if no more than one (1) candidate for a school district director position presents a petition or notice as required by § 6-14-111 and if there are no other ballot issues to be submitted to school district electors for consideration, with the exception of the local tax rate if that rate is not being changed or restructured, the board of directors of a school district, by resolution, may request the county board of election commissioners to:

- A. Reduce the number of polling places;
- B. Open no polling places on election day so that the election can be conducted by absentee ballot and early voting only; or
- C.(i.) Declare an election by candidate to be held;
- C.(ii.) Open no polling places; and
- C.(iii) Allow the candidate to cast a ballot for himself or herself at a designated time and location on election day or during the period that would otherwise be designated for early voting.

Early & Absentee Resolution

WHEREAS no more than one (1) candidate for the Mountainburg School District Board of Directors has presented a petition or notice in writing to the Crawford County Clerk as required by A.C.A. §6-14-111 for the Annual School Election to be held on May 9th, 2023, and,

WHEREAS this board is presenting no change in the school district's millage rate or other ballot issues to be submitted to the district electors for consideration,

BE IT THEREFORE RESOLVED that the Mountainburg School District Board of Directors requests the Crawford County Board of Election Commissioners open no polling places on the date of the election so that the election can be conducted by absentee ballot and early voting only.

Election by Candidate Resolution

WHEREAS no more than one (1) candidate for the Mountainburg School District Board of Directors has presented a petition or notice in writing to the Crawford County Clerk as required by A.C.A. §6-14-111 for the Annual School Election to be held on May 9th, 2023, and,

WHEREAS this board is presenting no change in the school district's millage rate or other ballot issues to be submitted to the district electors for consideration,

BE IT THEREFORE RESOLVED that the Mountainburg School District Board of Directors requests the Crawford County Board of Election Commissioners to declare an election by candidate to be held, open no polling places, and allow the lone candidate to cast a ballot for himself or herself at a designated time and location on election day or during the period that would otherwise be designated for early voting.



Crawford County Board of Election Commissioners

405 S Third Street, Van Buren, AR 72956 | (479) 471-3222

March 3rd, 2023

To: Mulberry / Pleasant View School District Board of Directors

From: Crawford County Board of Election Commissioners

Subject: May 2023 Annual School Election

Directors,

The purpose of this letter is to present the options available to the Mulberry / Pleasant View School Board to meet the requirements for the upcoming Annual School Election to be held on May 9th, 2023, per *A.C.A. § 6-14-106 (a)(2)*. The list of candidates certified by the Crawford County Clerk does not include a candidate from the Mulberry/Pleasant View district. The Mulberry / Pleasant View School Board has two options per *A.C.A. § 6-14-102 (c)(1)*:

1. Option one, do nothing. This option will mean the election will be carried out in the traditional fashion; absentee ballots will be sent out by the Crawford County Clerk to those who properly request them, a polling place will be established for early voting, and a polling place will be established for election day voting.
2. Option two, The Mulberry / Pleasant View School Board may pass a resolution, like the one included below, requesting the Crawford County Board of Election Commissioners to conduct the election by absentee ballot and early voting only. This would mean that no polling places will be open on election day.

The Election Commissioners recommend option 2 since option 2 is less expensive than option 1 [*A.C.A. § 6-14-118*]. The relevant sections of the Arkansas Code as well as an example resolution to go ahead with option 2 are attached. A member of the Election Commission will be available at the next scheduled meeting of the Board on March 9th, 2023, to answer any questions regarding this letter.

Best Regards,


Mike Moxley

Chairman, Crawford County Board of Election Commissioners

This correspondence was approved by majority vote of the Crawford County Board of Election Commissioners on Friday, March 3rd, 2023.

A.C.A. § 6-14-106 (a) (2)

The county board of election commissioners shall consult with each school district regarding:

- A. The number of polling sites to designate for each school district; and
- B. The location of the polling sites.

A.C.A. § 6-14-102 (c) (1)

When the annual school election is not held at the same time as a preferential primary or general election, if no more than one (1) candidate for a school district director position presents a petition or notice as required by § 6-14-111 and if there are no other ballot issues to be submitted to school district electors for consideration, with the exception of the local tax rate if that rate is not being changed or restructured, the board of directors of a school district, by resolution, may request the county board of election commissioners to:

- A. Reduce the number of polling places;
- B. Open no polling places on election day so that the election can be conducted by absentee ballot and early voting only; or
- C.(i.) Declare an election by candidate to be held;
- C.(ii.) Open no polling places; and
- C.(iii.) Allow the candidate to cast a ballot for himself or herself at a designated time and location on election day or during the period that would otherwise be designated for early voting.

Early & Absentee Resolution

WHEREAS no more than one (1) candidate for the Mulberry / Pleasant School District Board of Directors has presented a petition or notice in writing to the Crawford County Clerk as required by A.C.A. §6-14-111 for the Annual School Election to be held on May 9th, 2023, and,

WHEREAS this board is presenting no change in the school district's millage rate or other ballot issues to be submitted to the district electors for consideration,

BE IT THEREFORE RESOLVED that the Mulberry / Pleasant School District Board of Directors requests the Crawford County Board of Election Commissioners open no polling places on the date of the election so that the election can be conducted by absentee ballot and early voting only.



FILED

MAR -3 2023 *js*

STACEY SHIELLY
County Clerk
Crawford County, AR

Crawford County Board of Election Commissioners

405 S Third Street, Van Buren, AR 72956 | (479) 471-3222

March 3, 2023

To: Crawford County Quorum Court

From: Crawford County Board of Election Commissioners

Subject: Budget Transfer Request for the March 13, 2023, meeting.

Justices,

We respectfully request that the following funds be transferred in the County Election Commission Budget:

Amount: \$6500.00

Transfer from 1000-0109-4003: Improvements (Other Than Building)

Transfer to 1000-0109-3009: Other Professional Services

Thank you for your attention to this matter,

Mike Moxley

Chairman, Crawford County Board of Election Commissioners

CC: Crawford County Clerk

This correspondence was approved by majority vote of the Crawford County Board of Election Commissioners on Friday, March 3rd, 2023.