

**MINUTES  
ELECTION COMMISSION MEETING  
Tuesday, July 13, 2021**

**PRESENT:** Chair/City Clerk: Mary A. Kotowski  
Commissioners: Pat Guciardo  
Marguerite Bowman  
Grace Descamps  
Absent & Excused: Eric Shepherd  
Recording Secretary: Amy Anikewich

**1. Call to Order**

Ms. Kotowski called the meeting to order at 2:00 p.m., and a quorum was present. Ms. Kotowski noted that Mr. Shepherd asked to be excused.

**Motion by Guciardo, seconded by Bowman to excuse Commissioner Shepherd.**

Ayes: All – 4  
Absent: Shepherd

**2. Approval of May 3, 2021 Meeting Minutes**

**Motion by Bowman, seconded by Descamps to approve the minutes of May 3, 2021 Meeting as presented.**

Ayes: All - 4  
Absent: Shepherd

**3. Approval of August 3, 2021 Primary Election Inspectors and Receiving Board members and allow the Clerk the authority to fill any vacancies that may occur.**

**Motion by Bowman, seconded by Descamps to approve the August 3, 2021 Primary Election Inspectors and Receiving Board members and allow the Clerk the authority to fill any vacancies that may occur (listing attached to original minutes as Attachment A).**

Ayes: All - 4  
Absent: Shepherd

**4. Adopt a Resolution Appointing the Absentee Counting Board Inspectors to the 23 AVCB and the start time for this board to convene no later than 9:30 a.m. on Election Day at City Hall**

**Motion by Guciardo, seconded by Bowman to adopt a resolution appointing the Absentee Counting Board Inspectors to the 23 AVCB with a start time no later than 9:30 a.m. on Tuesday, August 3, 2021 at City Hall.**

Ayes: All - 4  
Absent: Shepherd

**5. Conduct Public Accuracy Test for the Primary Election to be held on Tuesday, August 3, 2021 Pcts. #2, #9, and #16 and Approval and Acknowledgement of the Testing conducted by a 3<sup>rd</sup> Party Vendor for the Preliminary Testing of Voting Equipment tabulator program testing and security certification form required under Michigan Election Laws.**

Test Reports and sample ballots were distributed to the commissioners for their review.

Tabulators 2, 9, and 16 from the approved Election Commission Schedule of Equipment Testing were used for the public test.

Ms. Kotowski read aloud seal #087576 on the ballot bag containing the preliminary test materials and test ballots before the seal was cut. The test ballots for Precincts 2, 9, and 16 were removed from the ballot bag, and the public tests were run as follows:

Precinct 2 test deck was run on Precinct 2 DS200 tabulator serial # DS0316400260 by Mary Kotowski & Grace Descamps  
Precinct 9 test deck was run on Precinct 9 DS200 tabulator serial # DS0316390625 by Marguerite Bowman & Patricia Guciardo  
Precinct 16 test decks were run on Precinct 16 DS200 tabulator serial # DS0316390653 by Amy Anikewich

**Agenda Item 5 (cont'd)**

The results tapes were compared and verified to the test deck pre-determined results worksheets for accuracy by the commissioners. All of the results tapes agreed with the pre-determined test results.

The Public Accuracy Test results and all test materials along with the test ballots were sealed in ballot container with seal #087577

**Motion by Guciardo, seconded by Descamps to approve the Public Accuracy testing results for the August 3, 2021 Primary Election as conducted today, and to approve and acknowledge the testing conducted by a 3<sup>rd</sup> party vendor for the preliminary testing of voting equipment tabulator program testing and security certification form required under Michigan Election Law.**

Ayes: All - 4

Absent: Shepherd

**6. Audience Participation - None**

**7. Adjournment**

**Motion by Descamps, seconded by Bowman to adjourn the meeting at 2:40 p.m.**

Ayes: All -

Absent: Shepherd

Prepared by:

Amy Anikewich  
Recording Secretary

Reviewed by:

Mary A. Kotowski  
Chair/City Clerk