

---

# 2024 ADAMS COUNTY ELECTION BOARD

## MINUTES

**APPROVED 5/17/2024**

The Adams County Election Board met on Thursday, April 25, 2024 in the Circuit Courtroom of the Adams County Courthouse building.

Those present were:

Dean (“J.”) Swygart, Democratic Board Member  
Donald (“Don”) Kuhn, Republican Member  
Shelly M. Brite, Clerk of Court  
Cassie Hammond, Election Deputy  
Jody Affolder, Deputy

Public present were:

Election Board meeting called to order by J. Swygart at 4:30 p.m.

Upon a motion by Don Kuhn to approve minutes of the March 21, 2024 meeting, seconded by Shelly Brite, motion carried (3-0).

### **OLD BUSINESS:**

#### **Public Test:**

Confirmed the public test for the Election Equipment was conducted on Thursday, March 21, 2024, in accordance with IC 3-11-14-.5-1; IC 3-11-14.5-5, IC 3-11-13-22 and IC 3-11-13-23(b). Legal notice was sent to both the Berne Witness and Daily Democrat on. The IEC 9 and the IEC 10 were submitted to the Indiana Election Division on March 21, 2024.

### **NEW BUSINESS:**

#### **Campaign Finance Reports**

Campaign Finance (CFA -4): The pre-primary election campaign finance reporting period ended on April 12, 2024 and the deadline to file the reports for primary candidates were due on April 19, 2024. To date, all committees have filed their reports. Committees who have filed their CFA-4 Reports and they are located on the Election website. <https://www.co.adams.in.us/365/Candidates-Info>.

Discussion of the next campaign finance report period will end on October 11, 2024, and the deadline to file committee reports are due October 18, 2024.

#### **CAN – 9 and Voting Location Advertisement:**

Confirmed that the Legal Notice of (CAN-9) as required by I.C. 3-8-2-19, was sent to Daily Democrat and Berne – Weekly on April 5, 2024.

Deadline for Clerk to receive ABS application by mail and ABS – VPD (voter print disability) application by mail, fax or email is April 25, 2024, by midnight.

**CEB – 40 Certification of Ballot Agreement in a Vote Center County; Notice to Voters.**

This Certification to be signed by the Adams County Election Board. Each member signed dated April 25, 2024.

**Delivery of Voting Equipment**

Discussion: Highway department workers will assist in the loading of the voting equipment into the 2 U-Haul Trucks. Attach for your reference, is the Voting Equipment Route for the North & South Truck. These will be used in loading the trucks and the delivery for the Voting Equipment Workers. Voting Equipment Workers will be picking up the trucks on May 6, 2024, at 12:00 p.m. and parking at the courthouse. Once loaded, they will head to their destination according to the route. Republican Chair, Don Kuhn, if agreed to follow the South Truck and Democrat Chair, J Swygart, to follow the North Truck which both will assist in set-up/review placing at each locations. This again, will be covered at our Poll Worker and Inspector Training.

**Election Board Comments:**

Discussion about Monroe Fire Station to move tables before Voting Equipment set-up. Also, Poll Watchers credentials disclaimer for those to watch the polls.

**Public Comments:**

Nothing discussed from public

**Poll Worker Training**

Poll Workers Training will be conducted at the end of this meeting. Presentation has changed in years' past. Also, we will perform voting machine training to all poll workers. Shannon Greene, HR Director, will be completing I-9 for completion of paperwork necessary for a poll worker. Training presentation begins:

Upon a motion to adjourn meeting the poll worker training by J Swygart at 6:40 p.m., seconded by Don Kuhn, motion carried (3-0).

Respectfully submitted,  
Shelly M. Brite. Secretary CEB