



THE COUNTY OF CHESTER



COMMISSIONERS

Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

OFFICE OF THE COMMISSIONERS

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BOARD OF ELECTIONS ORGANIZATIONAL MEETING MINUTES

January 2, 2024

1. CALL MEETING TO ORDER

The public organizational meeting of the Chester County Board of Elections was called to order at 10:22 AM on Tuesday, January 2, 2024 in the Commissioners' Boardroom by the County Solicitor, Colleen Frens. Commissioner Josh Maxwell, Commissioner Marian Moskowitz, and Commissioner Eric Roe were also present.

CALL TO ORDER

2. PUBLIC COMMENT

There was no public comment.

PUBLIC COMMENT

3. NOMINATION AND ELECTION OF BOARD OF ELECTIONS CHAIR

Solicitor Frens asked for nominations for the position of Chair of the Board of Elections. Commissioner Moskowitz nominated Commissioner Maxwell for Chair. Commissioner Roe nominated Commissioner Moskowitz for Chair. A vote was conducted; Commissioner Maxwell was elected as Chair of the Board of Elections after a 2 to 1 vote in his favor.

NOMINATION AND ELECTION OF BOARD OF ELECTIONS CHAIR

4. NOMINATION AND ELECTION OF BOARD OF ELECTIONS VICE CHAIR

Chair Maxwell asked for nominations for the position of Vice-Chair of the Board of Elections. Commissioner Maxwell nominated Commissioner Moskowitz for Vice-Chair. A vote was conducted; Commissioner Moskowitz was unanimously elected as Vice-Chair of the Board of Elections.

NOMINATION AND ELECTION OF VICE CHAIR

5. CONFIRMATION OF 2024 BOARD OF ELECTIONS MEETING SCHEDULE ADVERTISED

County Administrator Bobby Kagel confirmed that the 2024 Public Meeting schedule of the Chester County Board of Elections was advertised in the *Daily Local News* on December 27, 2023.

CONFIRMATION OF 2024 BOARD OF ELECTIONS MEETING SCHEDULE ADVERTISED

6. PROMULGATION AND ADOPTION OF MEETINGS RULES AND REGULATIONS FOR BOARD OF ELECTIONS MEETINGS

Commissioner Moskowitz made a motion to approve the proposed Meeting Rules and Regulations for Board of Elections Meetings. Commissioner Roe seconded the motion. All were in favor; motion carried to approve the proposed Meeting Rules and Regulations for Board of Elections Meetings.

PROMULGATION AND ADOPTION OF MEETINGS RULES AND REGULATIONS FOR BOARD OF ELECTIONS MEETINGS

7. APPOINTMENT OF CHIEF CLERK

APPOINTMENT OF

(Consent Agenda)

Commissioner Moskowitz made a motion to appoint Robert Kagel as Chief Clerk. Commissioner Roe seconded the motion. All were in favor; motion carried to appoint Robert Kagel as Chief Clerk.

CHIEF CLERK

8. ADOPTION OF RESOLUTION APPOINTING AN ACTING CHIEF CLERK WHEN THE CHIEF CLERK IS ABSENT OR UNAVAILABLE

**APPOINTMENT OF
ACTING CHIEF
CLERK**

Commissioner Roe made a motion to approve Resolution BOE-01-24 appointing Erik Walschburger as Acting Chief Clerk when the Chief Clerk is absent or unavailable. Commissioner Moskowitz seconded the motion. All were in favor; motion carried to approve Resolution BOE-01-24.

9. ADJOURNMENT

ADJOURNMENT

The meeting was adjourned following a motion made by Commissioner Moskowitz, which was seconded by Commissioner Roe. Motion carried to adjourn the meeting. Meeting adjourned at 10:27 AM.



Taken by Taylor Pettit

On behalf of Chief Clerk Robert J. Kagel