

~Minutes~

**POTTER COUNTY ELECTIONS BOARD MEETING**

**August 21, 2025**

(Meetings recorded and destroyed after meeting minutes approval)

**CALL TO ORDER** Commissioner Nancy Grupp called the meeting to order at 11:28 a.m.

**MOMENT OF SILENCE/ PLEDGE OF ALLEGIANCE**

**ROLL CALL** Commissioner Nancy Grupp, Commissioner Paul Heimel, Commissioner Robert Rossman, Chief Clerk Jessica Giebel, Elections Director Charlie Brown and Executive Secretary Paige Barroqueiro; all present. Barry Hayman absent.

**PUBLIC COMMENT**

**MINUTES** May 15, 2025 ~ **Action** ~ Comm. Grupp moved to approve. Comm. Heimel seconded. Grupp yes; Heimel yes; Rossman yes.

**NEW BUSINESS**

The Pike Township polling location will remain at Larry's Sports Center and partitions will be put in place.

The state has revised the provisional ballot envelope. Director Brown noted that grant dollars will be used to destroy all materials.

Director Brown presented the Text My Gov program. This program helps the office staff by providing answers to common questions. Brown advised that Act 88 grant dollars can be used to cover this program.

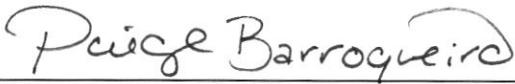
Brown suggested that performing ballot creation in-house may be an option to consider. While this could result in higher costs and add responsibilities for office staff, it may be eligible for coverage through grant funding. Additionally, this approach could allow mail-in ballots to be delivered to voters in a much more timely manner.

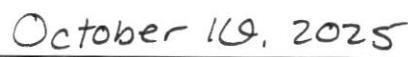
Brown noted that the need for poll workers is at an all-time high. She explained that while poll workers can be difficult to find, emergencies sometimes occur that leave polling places without a full board. Brown encouraged members of the public to consider serving as poll workers, noting that they can receive either payment or community service hours for their time. Those interested were asked to contact the Elections Office for more information.

Brown requested that the Board consider a Media Policy for Elections. After speaking with the Solicitor, it was suggested to pass before the Election in November. The board advised this would be considered.

**NEXT MEETING:** November 26, 2025

**ADJOURNMENT** ~ **Action** ~ Comm. Rossman moved to adjourn. Comm. Grupp seconded. Rossman yes; Grupp yes; Heimel yes.

  
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Potter County Executive Secretary

  
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Approval Date

