



# Choctaw Nation Election Board

## MEETING MINUTES

The Election Board met on April 12, 2023, at 12:57 pm in the Ibaichvffa (Membership) Conference Room #1251 at the Choctaw Nation of Oklahoma (CNO) Headquarters Building in Durant, Oklahoma.

The meeting was called to order by Chairperson, Virginia Kay Green.

Invocation was given by Board Alternate, Wayne Tipps.

Secretary, Candace Perkins, called the roll and the following individuals were present:

Virginia Kay Green, Chairperson

Jane Parent, Member

Candace Perkins, Secretary

Sylvia Sigler, Alternate

Wayne Tipps, Alternate

Jennifer Johnson-Williams, Secretary Alternate

The following individuals were absent: 0

Three (3) voting members of the Board answered roll call – a quorum was established.

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## APPROVAL OF MINUTES

*The Meeting Minutes from the March 08, 2023, Regular Meeting were provided for review to all Board Members and Alternates at this meeting.*

Chairperson Green called for Approval of Minutes.

Alternate Sigler made a Motion to Approve the Meeting Minutes from the March 08, 2023, Regular Meeting. – Seconded by Member Parent.

Chairperson Green called for voice vote; **MOTION PASSED.**

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## UNFINISHED BUSINESS

None.



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## SECRETARY'S REPORT

Chairperson Green called for the Secretary's Report.

Secretary Perkins provided the following information to the Board:

- Financial Updates including:
  - A financial snapshot of FY23 operating expenses for cost center.
  - Reminder of the approved timeline to complete planning for the FY2024 budget.
- Strategic Updates including:
  - Election Management System (project with Information Technology):
    - No new updates.
- Operational Updates including:
  - Legal and Compliance:
    - No new updates.
  - Record Management:
    - No new updates.
  - Marketing and Communications:
    - The electronic candidate filing packet is pending release on the Tribal Elections webpage. For now, Secretary Perkins has given approval to the Voter Registration team to release the packet to interested parties by phone request and it will be emailed to the requestor.
      - Paper copies of the forms will be available on the day of filing.
      - A typo was identified on the filing packet that needs to be corrected. On page 10 of the packet, the date printed as August 12, 2023, being the candidate withdrawal deadline is not correct. The date should be July 12, 2023.
    - Starting April 20, 2023, Secretary Perkins will begin receiving bi-weekly updates from the MARCOM team regarding the election communication timeline.
  - Facility Management:
    - No new updates.
  - Human Resources:
    - After candidate filing, the Board needs to focus on filling Voting Location Board positions for all Council Districts, but specifically in Districts 1, 2, 3, 5, 8, and 11.
  - Election Service Provider:
    - Secretary Perkins emailed contact at Automated Election Services (AES) on April 10, 2023, to touch base prior to the start of the election. At this time, AES has not requested any new information for the Board.
  - Election Board Meeting Schedule for CY2023:
    - Candidate Filing starts Monday, April 17, 2023, at 8:00 A.M.



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- A paper copy of the meeting schedule was provided to the Board at this meeting.
- An overview of current activities that are ongoing with the CNO Voter Registration (VR):
  - As of April 12, 2023, we have a total of 48,107 registered voters which is 28.74% of the total count of eligible voters.
  - Voter Registration released its Annual Voter Registration Mail Drive on January 6, 2023, to all tribal members eligible to vote but not currently registered. Circulation mailed 97,459 letters.
    - As of April 12, 2023, VR has received 1,293 VR forms. All forms have been processed.
  - Voter Information API with Election Service Provider:
    - VR began testing procedures on March 29, 2023, via mock election.

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## NEW BUSINESS

None.

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## ADJOURNMENT

Alternate Sigler made a Motion to Adjourn the Meeting. – Seconded by Secretary Perkins.

Chairperson Green called for voice vote; **MOTION PASSED.**

Meeting adjourned at 1:25 pm.

### Certification of Meeting Minutes:

X 

Candace Perkins  
Secretary

*approved 04-25-2023*