

New Castle City Board of Elections
Minutes
February 4, 2025 – 6:30 p.m.
1 Municipal Boulevard

Members Present: Marianne Caven, Chair
Rodney Pratt
Connie Reese
Adrienne Indellini

Absent: Carolyn Travers

Also Present: Antonina Tantillo, City Administrator

Ms. Caven called the meeting to order at 6:30 pm. Roll call followed and a quorum to conduct business was declared.

Minutes

A motion to approve the minutes of the January 15, 2025 meeting as presented was made, seconded and unanimously carried.

Ms. Caven stated that an additional question came up about the State and filing electronically.

Electronic Filing – The State does not accept electronic filing for a State office. If filing for a County office, the application must be taken to the specific County Election Office. The State does not dictate what the municipalities do. Ms. Caven stated that the determination of whether to accept electronic filing could be done independent of the Board of Elections, and that change was determined by City Council.

Solicitation of Candidates – The State Code for the minimum number of days for the solicitation of candidates is 20 days, but solicitation does not have to be limited to 20 days. Ms. Caven stated that the City has the authority to make the change administratively without the need to consult with the Board of Elections or to have a formal meeting.

General Discussion of April 12, 2025, Special Election Needs and Procedures

Ms. Caven reported that:

- The plan has been forwarded.
- Ms. Caven requested that training be held the week prior to the election date.
- Certification of the voting machines will be done the day of the election.
- Poll Worker training is mandatory.
- Ms. Caven will open the Poll.

Hospitality Needs

- Ms. Reese volunteered to do the coffee/donut run in the morning.
- Ms. Travers distributed menus at the last election, and lunch arrangements can be determined at a later date.

Ms. Caven asked that the members review their schedules to see how they can fill in for hospitality for breakfast or lunch.

Election Morning

- The 50-foot taping must be done the morning of the election.

In response to a comment from Ms. Caven, Ms. Tantillo noted that the City website contains a link to the ivote.delaware.gov website under Departments/Election Information.

Mr. Pratt noted that he has reached out to the five past Poll Workers but has not received any response yet. Mr. Pratt will supply the list of past Poll Workers to Ms. Caven.

Public Comment

There were no members of the public present at the meeting and no written comments were received by the City.

There being no further business to discuss, Ms. Caven called for a motion to adjourn.

A motion to adjourn was made, seconded and unanimously carried and the meeting adjourned at 6:45 p.m.

Respectfully submitted,

Kathleen R. Weirich
City Stenographer