

OFFICE OF THE CLERK AND RECORDER  
ELECTIONS DIVISION

Michael J. Scarpello, Director



Stephanie Y. O'Malley  
Clerk and Recorder  
Public Trustee

Denver Clerk and Recorder's Office  
Public Forum  
Parr-Widener Community Room, City & County Building  
1437 Bannock Street, Room 389  
Tuesday, May 27, 2008  
5:30 p.m.

ATTENDEES: Stephanie Y. O'Malley, Clerk & Recorder  
Michael Scarpello, Director of Elections  
Carol Tone, League of Women Voters

STAFF MEMBERS PRESENT:

Amber McReynolds, Deputy Director of Elections  
Nancy Reubert, Communications Director  
Alton Dillard, Media and Public Relations Specialist  
Jim Williams, Operations Manager  
Darla Sergeant, Administration Manager  
Lisa Stubbs, Administrative Services Coordinator

I. CALL TO ORDER

Stephanie O'Malley called the meeting to order at 5:30pm and reminded everyone that the purpose of the Public Forum is to provide monthly updates on the ongoing functions of the Office of the Clerk & Recorder (CR).

- A. Approval of Minutes – With no need for modifications, O'Malley affixed her signature to the Public Forum Meeting Minutes of April 22, 2008.
- B. Clerk's Office, Public Trustee, Recording Reports – Reviewed by O'Malley.
  1. The Record Conversion Project- Update on the current initiative being undertaken by the Clerk's office to convert records from paper form to digital form.
  2. The Library Project- The library will be conducting a test to see how much time it takes to get a volume of documents converted to digital form.

II. ELECTION UPDATE- Reviewed by Michael Scarpello. Projects Working on to Succeed in 2008:

- New Facility - Denver Elections Division is now located at 3888 E. Mexico Ave.
- Personnel- Two additional people have joined the Elections team.
- SCORE II- Reviewed by Amber McReynolds: Denver participated in a state-wide mock election which tested the voter registration system. The goal was to identify any flaws in the system. Overall, system was successful.

III. COMMUNICATIONS DIVISION UPDATE – Reviewed by Nancy Reubert.

- Elections brochures are available at all city offices.
- The first mass mailing has been sent out to all active/inactive voters.
- CR is looking for more speaking engagements.
- The Spanish Language Advisory group is recommending how to best reach Spanish speaking community.
- Media buy- Want to target Spanish radio station.
- New “Denver Votes” banner available for rent.
- Legislation Update- Reviewed by Alton Dillard.

IV. ANNOUNCEMENTS AND COMMENTS BY CLERK AND RECORDER, STAFF, AND GUESTS

V. MOTION FOR ADJOURNMENT AND/OR EXECUTIVE SESSION – O’Malley adjourned the meeting at 6:23pm.

**The Public Forum was televised by Denver 8 TV. To view the May 27, 2008 Forum in its entirety, visit: [www.DenverGov.org/Denver8Online](http://www.DenverGov.org/Denver8Online).**

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Stephanie Y. O’Malley, Clerk & Recorder

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Attest

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Date