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JOHN H. MERRILL
SECRETARY OF STATE

Memorandum

To: David Brewer, Chief of Staff

From: Clay Helms, Supervisor of Voter Registration, and Assistant Director of Elections

Date: June 20, 2018

Subject: Voter Registration Advisory Board Meeting Schedule

Code of Alabama (1975), section 17-4-34(a) provides that "[t]he Voter Registration Advisory Board shall meet regularly at least once during each quarter and at such special meetings as may be called, from time to time, by the chair."

The Voter Registration Advisory Board convened for the first quarter of 2018 on February 13, 2018. The meeting for the second quarter of 2018 was scheduled for June 21, 2018. In the days leading up to the meeting, some members of the Board notified the Secretary of State's Office that they would be unable to attend the meeting.

Upon determining that a quorum of Board members was mathematically impossible due to the number of members unable to attend, we were forced to cancel the meeting for June 21, 2018 and reschedule for July 12, 2018.

This meeting date, while in the 3rd quarter of 2018, will accomplish the meeting requirement for the 2nd quarter of 2018. The Secretary of State's Office will schedule another, separate meeting in the 3rd quarter of 2018 to accomplish the meeting requirement for the 3rd quarter of 2018.

Submitted by: Clay Helms *CSH*

Date: June 20, 2018

ALABAMA VOTER REGISTRATION ADVISORY BOARD

-Agenda-

June 21, 2018

2:00 p.m.

Region's Board Room (3rd Floor)

Alabama Department of Archives and History Building

624 Washington Avenue, Montgomery, AL 36130

- I. Welcome
- II. Invocation
- III. Pledge of Allegiance
- IV. Acknowledgement of Notification of Meeting
- V. Roll Call & Acknowledgement of Quorum
- VI. Approval of Agenda
- VII. Review of Minutes from 02/13/2018 meeting
- VIII. Old Business
- XI. New Business and Updates
 - a. Statewide Voter Registration Statistics as of May 31, 2018
 - b. Update on Statewide Voter Registration and Voter File Maintenance Efforts
- XI. Set Next Meeting Date
- XII. Adjournment

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Submitted on 4/4/2018 8:44:56 AM

Meeting-Time: 2:00 PM**Meeting-Location:**Regions Board Room
624 Washington Avenue
Montgomery, AL 36104**Phone-Number:** 334-353-7177**Meeting-Type:** regular**Submission-datetime:** 4/4/2018 8:44:56 AM**Notice:**

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