

Clark County Election Board

Meeting Minutes

Monday, August 18, 2025 – 4:45 PM EST

Clark County Judicial Center

Board Members Present:

- Andrew Steele, Chairman
- Tony Singleton, Member
- Ryan Lynch, Clark County Clerk, Secretary of the Board

Also Present:

- Members of the public (sign-in sheet circulated)

1. Call to Order

Chairman Andrew Steele called the regularly scheduled meeting of the Clark County Election Board to order at approximately 4:50 PM.

2. Approval of Minutes

Minutes from the July 21, 2025 meeting were presented for approval.

Motion by Steele to approve the minutes as presented.

Second by Singleton.

Vote: Unanimous approval.

3. New Business

A. Secretary of State Public Meeting

The Secretary of State's Office will hold one of three statewide public meetings in Clark County.

Date/Time: Friday, September 19, 2025, at 11:30 AM

Location: Clark County Government Center, 300 Corporate Drive, Meeting Chambers

Purpose: Part of a study required by HEA 1633 on:

- Vote centers
- Timing of municipal elections

The meeting will be live-streamed statewide. A flyer will be published and posted on the Clerk's website.

4. Old Business

A. Standard Operating Procedures (SOPs) – Campaign Finance

Clerk Ryan Lynch developed SOPs for processing campaign finance filings.

IED Feedback: The Indiana Election Division attorneys and campaign finance enforcement staff reviewed the SOPs and were pleased and gave a couple revisions to add.

Revisions Made:

- Added checklist for Schedule D (debts owed by a committee) and Schedule E (debts owed to a committee), to be attached when such schedules are filed.
- Added requirement that the board notify committees within 30 days of a missed filing deadline.

Process Overview:

- Staff will complete the checklist when reports are submitted.
- If no issues: filing signed off and archived.
- If issues: committee notified, matter brought before the Election Board at its next meeting for determination.

Action: Motion by Steele to adopt the SOPs as official procedure.

Second: Singleton

Vote: Unanimous approval.

B. Campaign Finance Complaint Update

Clerk Lynch reported the matter is still in progress.

The Election Board had previously drafted and submitted a letter.

Concern was raised before by the receiving party regarding confidential information.

The Board agreed to allow additional time, noting 90 days is a reasonable period to expect a response.

5. Public Comment

Discussion on vote centers vs. precinct polling locations

Discussion on timing of municipal elections

6. Adjournment

Motion to Adjourn by Steele

Second by Singleton.


Vote: Unanimous approval

Meeting adjourned at approximately 5:10 PM

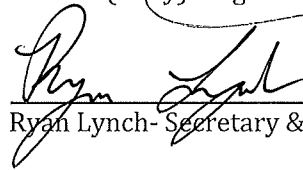
Next Meeting

Tentative Date: September 15, 2025. May be canceled if no updated business.

Election Board Members of Clark County:


Andy Steele- Chairman, Democrat Appointee


Charles (Tony) Singleton- Member, Republican Appointee


Ryan Lynch- Secretary & Clark County Circuit Court Clerk