

# Clark County Election Board

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## Meeting Minutes

Monday, July 21, 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:

- Angela Cornett, Election Administrator
- 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 4:45 PM.

### 2. Approval of Meeting Minutes

Minutes from the June 30, 2025 meeting were presented for approval.

Motion by Singleton to approve the minutes as presented.

Second by Steele.

Vote: Unanimous approval

### 3. New Business

#### a. Campaign Finance Enforcement SOP and Audit Checklist

Ryan Lynch introduced a new Standard Operating Procedure (SOP) and a corresponding audit checklist for campaign finance reporting. The documents were developed in consultation with the Indiana Election Division (IED) to ensure alignment with state law and best practices. The checklist was tested on complex historical filings and took under 10 minutes per report.

Motion by Steele to adopt the Campaign Finance SOP and Audit Checklist as part of the board's formal procedures, pending review and approval by IED legal counsel, and allowing for minor edits and clarifications.

Second by Singleton.

Vote: Unanimous approval.

#### 4. Old Business

##### a. Campaign Finance Complaint – Ongoing Review

Ryan Lynch provided an update on the pending campaign finance complaint filed in 2024. Correspondence from attorney Zachary Klutz indicated that the committee is working in good faith to supply requested 2023 bank statements. Sensitive data will be redacted before submission.

Motion by Steele to include the correspondence from attorney Klutz in the public record.

Second by Singleton.

Vote: Unanimous approval.

#### 5. Website Update

Ryan Lynch reported development of a new online section hosting agendas, minutes, and supporting documents from 2023 onward, including links to video recordings.

#### 6. Public Comment

A member of the public requested a copy of the email correspondence from attorney Klutz, which was provided onsite.

#### 7. Adjournment

Motion to adjourn by Singleton.

Second by Steele.

Vote: Unanimous.


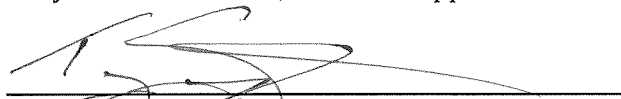
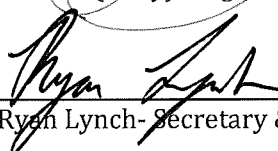
Meeting adjourned at approximately 5:05 PM.

#### Next Meeting:

Monday, August 18, 2025 – 4:45 PM

Clark County Judicial Center

#### Election Board Members of Clark County:

  
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Andy Steele- Chairman, Democrat Appointee  
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Charles (Tony) Singleton- Member, Republican Appointee  
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Ryan Lynch- Secretary & Clark County Circuit Court Clerk