

## Proposed Minutes

December 7, 2023

### Minutes of the New York State Public Campaign Finance Board - December 7, 2023

The meeting of the New York State Public Campaign Finance Board was held at the office of the New York State Board of Elections, 40 North Pearl Street, Albany, New York, in the 5th Floor Conference Room and called to order at approximately 12:00 p.m.

Commissioners present were Barbara Lifton, Brian Kolb, Keesha Gaskins-Nathan, Douglas Kellner, Peter Kosinski, Anthony Casale and Andrew Spano. Staff members present were Kristen Zebrowski Stavisky, Raymond Riley, Cheryl Couser, Carl Zeilman, Robert Eckels, Kate Orsino, Nick Cartagena, Bill McCann, Brian Connor, Anne Tarpinian, Brendan Lovullo, Kathleen McGrath, Jennifer Wilson, and Michael Haber.

**Minutes from August 2, 2023**– The motion to accept the meeting minutes was approved unanimously (**Commissioners Lifton, Gaskins-Nathan, Kolb, Kellner, Kosinski, Casale, and Spano voting in the affirmative; 7 Yes and 0 No**).

**Executive Unit Update:** Co-Directors Cheryl Couser and Carl Zeilman provided the unit update on the Public Campaign Finance Program, including information on training, program payment issuance, staffing, space planning, project management, and sub-unit reports. Of note:

- as of December 7, 2023, the Public Campaign Finance Program has 112 candidates participating in the program.
- the New York State Comptroller's Office approved PCFB's request to upload bulk payments into SFS.
- since the August 2023 board meeting, the Civil Service Commission approved 16 staff positions.
- the PCFB is working with the Office of General Services Media Services unit to create a four-week media program for mid-January, starting January 16<sup>th</sup> and ending around February 13<sup>th</sup>.
- PCFB staff plan to attend the to attend the ECA winter conference, January 16<sup>th</sup> through January 19<sup>th</sup>.
- the training unit continues to host training sessions. Since the August 2<sup>nd</sup> Board Meeting PCFB's training staff has received a total of 285 registrants. Each webinar has about 44% participation rate from the total registrations.
- PCFB staff received an extensive two-part excel training.
- PCFB staff is set to relocate to a different floor during the first quarter of 2024.
- The New York State ITS department awarded the PCFB website with a 99.5 quality assurance score, which is the highest for all their sites across the state.

#### Old Business:

-None

#### New Business:

- The adoption of resolution 2023-01 which reflects the 24/25 budget request submitted to the Division of Budget.

**(Commissioners Lifton, Gaskins-Nathan, Kolb, Kellner, Kosinski, Casale, and Spano voting in the affirmative; 7 Yes and 0 No).**

- The adoption of resolution 2023-02 regarding 8 late filer settlements for the 2023 July periodic report.

**(Commissioners Lifton, Gaskins-Nathan, Kolb, Kellner, Kosinski, Casale, and Spano voting in the affirmative; 7 Yes and 0 No).**

- The adoption of three advisory opinions:

- Advisory Opinion 2023-01 pertaining to public funds and the ownership stake of business;
- Advisory Opinion 2023-02 pertaining to the timing of use of Primary Election public funds; and
- Advisory Opinion 2023-03 pertaining to election cycle limits for matching fund contributions.

**(Commissioners Lifton, Gaskins-Nathan, Kolb, Kellner, Kosinski, Casale, and Spano voting in the affirmative; 7 Yes and 0 No).**

**Motion to adjourn. The motion was approved unanimously. (Commissioner Lifton, Kolb, Gaskins-Nathan, Kellner, Kosinski, Casale and Spano voting in the affirmative; 7 Yes and 0 No).**

The next board meeting date is to be determined. The meeting was adjourned at approximately 12:50pm.