WASHINGTON COUNTY BOARD OF CANVASSERS
Minutes of November 4, 2010

The Washington County Board of Canvassers met Thursday, November 4, 2010, at 9:00 a.m. in the office of the County Clerk, Washington County Courthouse, West Bend, Wisconsin for the purpose of canvassing reported votes at the General Election held on Tuesday, November 2, 2010.

Present: Brenda J. Jaszewski, County Clerk, Marilyn Merten, representing the Republican Party, and Arlene Beisbier, representing the Democratic Party.

Also Present: Linda Doro, County Clerk Administrative Assistant

The meeting was called to order at 9:00 a.m. and the Affidavit of Posting was read.

The Board examined the ballots. All ballots appeared properly secured in the ballot boxes and bags. The following are the findings, by reporting unit, of the Board upon review of the election results:

OS Ballos+TSX Ballots = Total Ballots Cast

Town of Addison **1620** OS **0** TSX = **1620** Poll Book **1620**
Per the Write-in Tally Sheet, Governor/Lieutenant Governor Write-ins changed from 1 to 2, and Sheriff Write-ins changed from 8 to 7. Poll workers didn't change write-in on tape for Governor/Lt. Governor race.

Town of Barton **1358** OS **0** TSX = **1358** Poll Book **1358**
Per the Write-in Tally Sheet, State Assembly-District 59 Write-ins changed from 14 to 9, Sheriff Write-ins changed from 13 to 6, and Clerk of Courts Write-ins changed from 12 to 9. Total number of boxes was not indicated on Inspector's Statement.

Town of Erin **2072** OS **0** TSX = **2072** Poll Book **2072**
Per the Write-in Tally Sheet, Attorney General Write-ins changed from 1 to 0, Secretary of State Write-ins changed from 2 to 1, State Treasurer Write-ins changed from 2 to 1, State Assembly-District 99 Write-ins changed from 7 to 6. Duplicate envelope not sealed. Duplicated ballots were not indicated on Inspector's Statement.

Town of Farmington **1746** OS **0** TSX = **1746** Poll Book **1746**
Per the Write-in Tally Sheet, State Assembly-District 59 Write-ins changed from 7 to 6.

Town of Germantown **39** OS **90** TSX = **129** Poll Book **129**
Per the Write-in Tally Sheet, Sheriff Write-ins changed from 2 to 1, and Clerk of Courts Write-ins changed from 3 to 2.

Town of Hartford **1337** OS **0** TSX = **1337** Poll Book **1337**
(W 1-4, 6)
Per the Write-in Tally Sheet, Representative in Congress-District 5 Write-ins changed from 0 to 1, State Senator-District 33 Write-ins changed from 12 to 8, Sheriff Write-ins changed from 7 to 5, and Clerk of Courts Write-ins changed from 9 to 4.

Town of Hartford **405** OS **0** TSX = **405** Poll Book **405**
(W 5)
Per the Write-in Tally Sheet, Sheriff Write-ins changed from 5 to 4, and Clerk of Courts Write-ins changed from 2 to 1.

Town of Jackson **2225** OS **0** TSX = **2225** Poll Book **2226**

Per the Write-in Tally Sheet, Governor/Lieutenant Governor Write-ins changed from 2 to 1, State Treasurer Write-ins changed from 1 to 0, Representative in Congress-District 5 Write-ins changed from 1 to 0, State Assembly-District 58 Write-ins changed from 10 to 3, Sheriff Write-ins changed from 9 to 3, and Clerk of Courts Write-ins changed from 7 to 2. There is no indication on the Inspector's Statement that ballots were hand counted, and the number of ballots does not equal the number of voters.

Town of Kewaskum **564** OS **0** TSX = **564** Poll Book **564**
Per the Write-in Tally Sheet, Sheriff Write-ins changed from 4 to 3, and Clerk of Courts Write-ins changed from 3 to 2.

Town of Polk **1643** OS **0** TSX = **1643** Poll Book **1645**
(W 1-4, 6, 7)
Per the Write-in Tally Sheet, State Assembly-District 58 Write-ins changed from 4 to 3. One rejected absentee ballot was placed in the provisional envelope, instead of the absentee ballot envelope. Issued two wrong ballots (Ward 5). Wards 1-4 & 6-7 poll list indicated two more than the OS tape total. Chief Inspector did not initial Closing and Opening Seal numbers on Inspector's Statement. Did not close TSX and didn't print final final results tape. No votes were cast on the TSX.

Town of Polk **407** OS **0** TSX = **407** Poll Book **405**
(W 5)
Per the Write-in Tally Sheet, Representative in Congress-District 5 Write-ins changed from 6 to 0. Issued two wrong ballots (Wards 1-4, 6,7). Ward 5 poll list indicated two less than OS tape total.

Town of Trenton **1768** OS **0** TSX = **1768** Poll Book **1768**
(W 1, 2, 5-7) **(with Military)** **(w/Military)**
County Board of Canvassers issued Voter Number 1768 to military ballot received at 12:15 p.m. during the canvass. Poll List was changed to 1768. Military ballot was added to the totals as follows: Governor/Lieutenant Governor-Scott Walker/Rebecca Kleefisch changed from 1400 to 1401, Attorney General-J. B. Van Hollen changed from 1390 to 1391, Secretary of State-David D. King changed from 1285 to 1286, State Treasurer-Kurt W. Schuller changed from 1319 to 1320, United States Senator-Ron Johnson changed from 1383 to 1384, Congressional-District 5-F. James Sensenbrenner, Jr. changed from 1378 to 1379, Assembly-District 60-Mark Gottlieb changed from 1468 to 1469, Sheriff-Dale Schmidt changed from 1481 to 1482, and Clerk of Circuit Court-Theresa M. Russell changed from 1471 to 1472. Per Write-in Tally Sheet, Governor/Lieutenant Governor Write-ins changed from 1 to 0, and Clerk of Courts Write-ins changed from 2 to 1. Did not indicate total number of boxes on Inspector's Statement. Inspector's Statement states two absentee ballots were sliced through but no explanation as to final disposition of these ballots.

Town of Trenton **502** OS **0** TSX = **502** Poll Book **502**
(W 3, 4)
Per the Write-in Tally Sheet, Secretary of State Write-ins changed from 1 to 0, State Treasurer Write-ins changed from 1 to 0, State Assembly-District 58 Write-ins changed from 4 to 3, Sheriff Write-ins changed from 5 to 3, and Clerk of Courts Write-ins changed from 2 to 1.

Town of Wayne **957** OS **0** TSX = **957** Poll Book **957**

Town of West Bend **2549** OS **0** TSX = **2549** Poll Book **2552**
Per the Write-in Tally Sheet, Secretary of State Write-ins changed from 1 to 2, Representative in Congress-District 5 Write-ins changed from 2 to 0, State Assembly-District 58 Write-ins changed from 27 to 20, Sheriff Write-ins changed from 20 to 15, and Clerk of Courts Write-ins changed from 13 to 10. Total number of boxes not indicated on Inspector's Statement. Poll workers hand counted ballots, actual count was 2549.

Village of Germantown - District 1 **3115** OS **0** TSX = **3115** Poll Book **3115**

Per the Write-in Tally Sheet, Governor/Lieutenant Governor Write-ins changed from 1 to 0, Attorney General Write-ins changed from 3 to 2, State Assembly-District 24 Write-ins changed from 3 to 2, Sheriff Write-ins changed from 29 to 20, and Clerk of Courts Write-ins changed from 25 to 16. Did not indicate total number of boxes on Inspector's Statement. Inspector's Statement did not show duplicate ballots, but duplicate envelope was sealed with ballots. OS tape shows 3114 ballots cast. Poll Workers hand counted ballots, actual count was 3115. Machine had jammed several times.

Village of Germantown - District 2 **1923** OS **0** TSX = **1923** Poll Book **1923**
Per the Write-in Tally Sheet, Governor/Lieutenant Governor Write-ins changed from 4 to 1, Attorney General Write-ins changed from 2 to 0, Secretary of State Write-ins changed from 4 to 2, State Treasurer Write-ins changed from 1 to 0, United States Senator Write-ins changed from 2 to 1, Representative in Congress-District 5 Write-ins changed from 2 to 1, State Assembly-District 24 Write-ins changed from 2 to 1, Sheriff Write-ins changed from 16 to 10, and Clerk of Courts Write-ins changed from 12 to 8.

Village of Germantown - District 3 **2233** OS **0** TSX = **2233** Poll Book **2233**
Per the Write-In Tally Sheet, Secretary of State Write-ins changed from 5 to 3, State Treasurer Write-ins changed from 1 to 0, Representative in Congress-District 5 Write-ins changed from 4 to 1, State Assembly-District 24 Write-ins changed from 3 to 2, Sheriff Write-ins changed from 26 to 18, and Clerk of Courts Write-ins changed from 22 to 11. Did not indicate total number of boxes on Inspector's Statement.

Village of Germantown - District 4 **2185** OS **0** TSX = **2185** Poll Book **2185**
Per the Write-In Tally Sheet, Attorney General Write-ins changed from 1 to 0, Secretary of State Write-ins changed from 2 to 1, State Treasurer Write-ins changed from 2 to 0, Representative in Congress-District 5 Write-ins changed from 1 to 0, State Assembly-District 24 Write-ins changed from 2 to 1, Sheriff Write-ins changed from 16 to 14, and Clerk of Courts Write-ins changed from 14 to 10. The Inspector's Statement Voter's Statistic section shows zero duplicate ballots, but there were ballots sealed in the duplicate ballot envelope. Did not indicate total number of boxes on Inspector's Statement. OS tape showed 2182 ballots. Poll Workers hand counted ballots, actual count was 2185, which matches the Poll List.

Village of Jackson **2521** OS **0** TSX = **2521** Poll Book **2524**
Per the Write-in Tally Sheet, State Assembly-District 58 Write-ins changed from 22 to 12, Sheriff Write-ins changed from 25 to 16, and Clerk of Courts Write-ins changed from 16 to 9. Poll Workers hand counted ballots, actual count was 2521.

Village of Kewaskum **1660** OS **6** TSX = **1666** Poll Book **1666**
Per the Write-in Tally Sheet, Governor/Lieutenant Governor Write-ins changed from 2 to 1, State Assembly-District 59 Write-ins changed from 19 to 17, Sheriff Write-ins changed from 13 to 11, and Clerk of Courts Write-ins changed from 8 to 7. OS tape showed 1661 ballots cast. Poll Workers hand counted ballots, actual count was 1660. Machine jamming noted on Inspector's Statement.

Village of Newburg **446** OS **0** TSX = **446** Poll Book **446**
Per Write-in Tally Sheet, Attorney General Write-ins changed from 0 to 1, Secretary of State Write-ins changed from 1 to 0, State Treasurer Write-ins changed from 1 to 0, State Assembly-District 60 Write-ins changed from 2 to 1, Sheriff Write-ins changed from 2 to 1, and Clerk of Courts Write-ins changed from 4 to 2. Chief Inspector did not initial OS Closing and Opening Seal numbers on Inspector's Statement.

Village of Richfield - District 1 **854** OS **0** TSX = **854** Poll Book **855**
(W 1)
Per Write-in Tally Sheet, State Treasurer Write-ins changed from 1 to 0, State Senator-District 33 Write-ins changed from 6 to 4, Sheriff Write-ins changed from 5 to 2, and Clerk of Courts Write-ins changed from 3 to 1. Inspector's Statement shows zero OS ballots cast. Issued wrong ballot (Ward 8). Did not indicate if ballots were hand counted.

<u>Village of Richfield - District 1</u> **633** OS **0** TSX = **633** Poll Book **632**
(W 8)
Per Write-in Tally Sheet, Representative in Congress-District 5 Write-ins changed from 2 to 0. Issued wrong ballot (Ward 1).

<u>Village of Richfield - District 2</u> **1345** OS **0** TSX = **1345** Poll Book **1345**
(W 2-4)
Changes made to totals due to Inspector's Statement indicating poll workers found one (1) unopened absentee ballot that had not been processed prior to ending the election on the OS unit. The Poll workers changed the tape to reflect the votes from this absentee ballot and the changes were: Governor/Lieutenant Governor-Scott Walker/Rebecca Kleefisch changed from 1057 to 1058, Attorney General-J. B. Van Hollen changed from 1069 to 1070, Secretary of State-David D. King changed from 964 to 965, State Treasurer-Kurt W. Schuller changed from 1011 to 1012, United States Senator- Ron Johnson changed from 1056 to 1057, State Senate-District 33-Rich Zipperer changed from 1090 to 1091, State Assembly- District 99-Don Pridemore changed from 1148 to 1149, Sheriff-Dale Schmidt changed from 1108 to 1109, and Clerk of Circuit Court-Theresa M. Russell changed from 1087 to 1088. Per the Write-in Tally Sheet, Attorney General Write-ins changed from 2 to 1, Secretary of State Write-ins changed from 2 to 1, State Treasurer Write-ins changed from 0 to 1, Representative in Congress-District 5 Write-ins changed from 3 to 0, State Senator-District 33 Write-ins changed from 6 to 3, State Assembly-District 99 Write-ins changed from 1 to 0, Sheriff Write-ins changed from 5 to 2, and Clerk of Courts Write-ins changed from 12 to 2. Did not indicate total number of boxes on Inspector's Statement. Poll Workers hand counted ballots, actual count was 1345.

<u>Village of Richfield - District 3</u> **798** OS **0** TSX = **798** Poll Book **799**
(W 7, 11) **(with provisional)** **(with provisional)**
A Provisional ballot was issued and the voter brought the proper ID to the municipal clerk prior to deadline. The Municipal Clerk opened the provisional ballot and changed the tape. The County Clerk informed the Municipal Clerk provisional ballots are to be counted by the County Board of Canvass, not the Municipal Clerk. The County Board of Canvass issued voter number 799 and verified the voter intent on the provisional ballot and the following changes were made: Governor/Lieutenant Governor-Scott Walker/Rebecca Kleefisch changed from 626 to 627, Attorney General-J. B. Van Hollen changed from 641 to 642, Secretary of State-David D. King changed from 589 to 590, State Treasurer-Kurt W. Schuller changed from 602 to 603, United States Senator-Ron Johnson changed from 627 to 628, Congressional-District 5-Robert R. Raymond changed from 25 to 26, Assembly-District 24-Dan Knodl changed from 629 to 630, and Clerk of Circuit Court-Theresa M. Russell changed from 685 to 686. Per Write-in Tally Sheet, Representative in Congress-District 5 Write-ins changed from 5 to 0, Sheriff Write-ins changed from 5 to 4, and Clerk of Courts Write-ins changed from 5 to 3. Poll Workers hand counted ballots, actual count was 797. Inspector did not initial security number on Closing of Polls and did not indicate number of ballots.

<u>Village of Richfield - District 3</u> **844** OS **0** TSX = **844** Poll Book **844**
(W 9, 10)
Per Write-in Tally Sheet, State Treasurer Write-ins changed from 1 to 0, Representative in Congress-District 5 Write-ins changed from 7 to 0, and Clerk of Courts Write-ins changed from 2 to 1.

<u>Village of Richfield - District 3</u> **0** OS **0** TSX = **0** Poll Book **0**
(W 14)

<u>Village of Richfield - District 4</u> **379** OS **0** TSX = **379** Poll Book **379**
(W 5)
Per Write-in Tally Sheet, State Senator-District 33 Write-ins changed from 2 to 0, State Assembly-District 99 Write-ins changed from 1 to 0, Sheriff Write-ins changed from 2 to 0, and Clerk of Courts Write-ins changed from 2 to 0. Did not indicate total number of boxes on Inspector's Statement.

<u>Village of Richfield - District 4</u> **1229** OS **0** TSX = **1229** Poll Book **1229**

(W 6, 12, 13)
Per Write-in Tally Sheet, Representative in Congress-District 5 Write-ins changed from 7 to 1, Sheriff Write-ins changed from 6 to 3, and
Clerk of Courts Write-ins changed from 5 to 2. Did not indicate total number of boxes on Inspector's Statement.

Village of Slinger **2009** OS **0** TSX = **2009** Poll Book **2011**
(W 1-8, 10)
Per Write-in Tally Sheet, Attorney General Write-ins changed from 2 to 1, State Assembly-District 58 Write-ins changed from 16 to 10, Sheriff Write-ins changed from 18 to 12, and Clerk of Courts Write-ins changed from 15 to 8. Inspector's Statement did not indicate if ballots were hand counted to determine actual number of ballots.

Village of Slinger **92** OS **0** TSX = **92** Poll Book **92**
(W 9)
Per Write-in Tally Sheet, Representative in Congress-District 5 Write-ins changed from 1 to 0.

City of Hartford - District 1 **2167** OS **0** TSX = **2167** Poll Book **2167**
Per Write-in Tally Sheet, Representative in Congress-District 5 Write-ins changed from 3 to 2, State Senator-District 33 Write-ins changed from 8 to 5, State Assembly-District 99 Write-ins changed from 3 to 4, Sheriff Write-ins changed from 11 to 7, and Clerk of Courts Write-ins changed from 9 to 5. OS tape shows a count of 2169. Poll Workers hand counted ballots, actual count was 2167. Two ballots jammed in the machine. Only one signature on the Inspector's Statement.

City of Hartford - District 2 **1481** OS **0** TSX = **1481** Poll Book **1481**
Per Write-in Tally Sheet, Attorney General Write-ins changed from 4 to 3, Secretary of State Write-ins changed from 2 to 1, State Treasurer Write-ins changed from 3 to 2, Representative in Congress-District 5 Write-ins changed from 2 to 1, State Senator-District 33 Write-ins changed from 15 to 8, State Assembly-District 99 Write-ins changed from 6 to 5, Sheriff Write-ins changed from 15 to 10, and Clerk of Courts Write-ins changed from 12 to 7.

City of Hartford - District 3 **1640** OS **2** TSX = **1642** Poll Book **1642**
Per Write-in Tally Sheet, Governor/Lieutenant Governor Write-ins changed from 3 to 2, Attorney General Write-ins changed from 2 to 1, Secretary of State Write-ins changed from 2 to 1, State Treasurer Write-ins changed from 3 to 2, United States Senator Write-ins changed from 2 to 1, Representative in Congress-District 5 Write-ins changed from 2 to 1, State Senator-District 33 Write-ins changed from 9 to 4, State Assembly-District 99 Write-ins changed from 5 to 3, Sheriff Write-ins changed from 10 to 6, and Clerk of Courts Write-ins changed from 9 to 5. Duplicate envelope signed by only two inspectors. Inspector's Statement Voter Statistic section is incomplete. Total number of ballots cast was not indicated.

City of Milwaukee - (W 262) **0** OS **0** TSX = **0** Poll Book **0**

City of West Bend - District 1 **1581** OS **0** TSX = **1581** Poll Book **1582**
(W 1, 12)
Per Write-in Tally Sheet, State Assembly-District 58 Write-ins changed from 17 to 10, Sheriff Write-ins changed from 12 to 8, and Clerk of Courts Write-ins changed from 6 to 3. Inspector's Statement Voter Statistic section is incorrect. Inspector's Statement TS ballot canister seal number changed with no explanation. Tally Sheet has only two inspector signatures. Poll Workers hand counted ballots, actual count was 1581. Inspector's Statement does not indicate the reason for duplicated ballots.

City of West Bend - District 1 **3** OS **0** TSX = **3** Poll Book **3**
(W 32)
Certificate page of poll book not completed and signed. Inspector's Statement Voter Statistic Section incorrect. Tally Sheet has only two inspector's signatures. Poll workers combined poll books for voter numbers.

<u>City of West Bend - District 2</u> **1345** OS **0** TSX = **1345** Poll Book **1345**
(W 2, 3, 5)
Per Write-in Tally Sheet, Secretary of State Write-ins changed from 2 to 1, Representative in Congress-District 5 Write-ins changed from 2 to 1, State Assembly-District 58 Write-ins changed from 22 to 15, Sheriff Write-ins changed from 20 to 12, and Clerk of Courts Write-ins changed from 14 to 8. Inspector's Statement Voter Statistic section is incomplete. Number of OS ballots cast not indicated. The Inspector's Statement has only two signatures, the total number of boxes were not indicated, opening and closing for OS and TSX memory cards were not initialed, and time worked was not noted.

<u>City of West Bend - District 3</u> **1852** OS **0** TSX = **1852** Poll Book **1852**
(W 6, 7, 24, 31, 35)
Per Write-in Tally Sheet, Attorney General Write-ins changed from 3 to 2, Secretary of State Write-ins changed from 3 to 2, State Treasurer Write-ins changed from 4 to 1, United States Senator Write-ins changed from 1 to 0, State Assembly-District 58 Write-ins changed from 22 to 14, Sheriff Write-ins changed from 23 to 17, and Clerk of Courts Write-ins changed from 16 to 11. Ballot boxes not sealed. Municipal Clerk seal boxes in the County Clerk's office. Duplicate envelope not signed. On Inspector's Statement, seal numbers were changed but no explanation, total number of boxes was not indicated, there was no explanation for rejected absentee ballot, and no indication of duplicated ballots.

<u>City of West Bend - District 4</u> **1851** OS **0** TSX = **1851** Poll Book **1851**
(W 8-10)
Per Write-in Tally Sheet, Secretary of State Write-ins changed from 2 to 1, State Treasurer Write-ins changed from 4 to 3, State Assembly-District 58 Write-ins changed from 15 to 9, Sheriff Write-ins changed from 11 to 8, and Clerk of Courts Write-ins changed from 11 to 9. Inspector Statement Voter Statistic Section incomplete. There was a missing TSX number, ending time worked was not noted, and total number of boxes was not indicated. The OS election zero report tape was not signed. Poll Workers hand counted ballots, actual count was 1851.

<u>City of West Bend - District 5</u> **1288** OS **2** TSX = **1290** Poll Book **1290**
(W 4, 11, 22, 29)
Per Write-in Tally Sheet, Attorney General Write-ins changed from 2 to 1, Secretary of State Write-ins changed from 1 to 2, State Treasurer Write-ins changed from 0 to 1, State Assembly-District 58 Write-ins changed from 13 to 7, Sheriff Write-ins changed from 20 to 14, and Clerk of Courts Write-ins changed from 12 to 6. Did not indicate total number of boxes on Inspector's Statement.

<u>City of West Bend - District 6</u> **1415** OS **0** TSX = **1415** Poll Book **1415**
(W 13-15)
Per Write-in Tally Sheet, Governor/Lieutenant Governor Write-ins changed from 1 to 0, State Treasurer Write-ins changed from 2 to 3, State Assembly-District 58 Write-ins changed from 12 to 5, Sheriff Write-ins changed from 11 to 4, and Clerk of Courts Write-ins changed from 10 to 3. Certificate page of poll book was incorrect. It doesn't reflect actual number of voters for poll book. Inspector's Statement did not show that the ballots were hand counted and reflect actual total ballots. Did not indicate total number of boxes on Inspector's Statement. Missing inspector initials for closing of polls for TSX seal numbers. Entire process of hand counting ballots and reconciling poll book was not documented on Inspector's Statement.

<u>City of West Bend - District 6</u> **6** OS **0** TSX = **6** Poll Book **7**
(W 28, 34)
Tally Sheet was not signed. Issued a wrong ballot for Ward 30.

<u>City of West Bend - District 6</u> **20** OS **0** TSX = **20** Poll Book **21**
(W 30)
Tally sheet was not signed. Issued a wrong ballot for Wards 28 and 34.

City of West Bend - District 7	**1290**	OS	**0**	TSX	=	**1290**	Poll Book	**1290**

(W 16, 18, 21)

Per Write-in Tally Sheet, Governor/Lieutenant Governor Write-ins changed from 3 to 2, State Treasurer Write-ins changed from 4 to 3, State Assembly-District 58 Write-ins changed from 6 to 7, Sheriff Write-ins changed from 9 to 8, and Clerk of Courts Write-ins changed from 4 to 3.

City of West Bend - District 7	**0**	OS	**0**	TSX	=	**0**	Poll Book	**0**

(W 27)

City of West Bend - District 8	**1716**	OS	**0**	TSX	=	**1716**	Poll Book	**1718**

(W 17, 19, 20, 23, 25, 26)

Per Write-in Tally Sheet, Attorney General Write-ins changed from 1 to 0, Representative in Congress-District 5 Write-ins changed from 1 to 0, State Assembly-District 58 Write-ins changed from 16 to 11, Sheriff Write-ins changed from 14 to 12, and Clerk of Courts Write-ins changed from 13 to 9. Inspector's Statement Voter Statistic section was incomplete. OS and TSX number of ballots were not indicated. Inspector's Statement has only two signatures. Time worked not completed. Total number of boxes was not indicated. Poll Workers hand counted ballots, actual count was 1716.

City of West Bend - District 8	**0**	OS	**0**	TSX	=	**0**	Poll Book	**0**

(W 33, 36)

Ms. Merten declared the meeting adjourned at 2:16 p. m.

Brenda J. Jaszewski, County Clerk