

Board members = blue Staff = highlighted

August 2010


Party Chairs = green

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 Regular Board Meeting – 10 a.m.	7
8	9 COUNTY COMMISSIONERS MEETING – 7 P.M.	10	11	12	13	14
15	16	17	18	19	20	21
22	23 BOE MANDATED TRAINING COUNTY COMMISSIONERS MEETING – 7 P.M.	24 BOE MANDATED TRAINING	25	26 Voting System inventory	27	28
29	30	31				

September 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Mary & Nancy begin FT - Mail-out Absentee Voting Period begins	4
5	6 HOLIDAY – LABOR DAY	7	8	9	10 Rescheduled Regular Board Meeting – 10 a.m. – Small DSS Conference Room – 2 nd floor	11 US Patriot Day
12 Grandparents Day	13 Publish Notice of Election County Commissioners – 7 p.m.	14	15	16	17	18
19	20 Publish Notice of Elections & Absentee Meetings	21	22	23 FIRST DAY OF FALL	24	25
26	27 County Commissioners – 7 p.m.	28 District 1 Directors' Meeting – Asheville – 11 a.m.	29	30		

October 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 District 1 CBOE Meeting – Haywood County	2
3 30-DAY Residency Deadline	4 *Contact voting places *Order Phones *Prepare work orders *Order needed signs *Deadline for party chairs for precinct assistants RECOMMENDATIONS	5 *List of voting places' buffer zones available for public	6 Precinct manuals ready *Check quarterly NCOA report for authentication mailing – Counties will mail	7 Publish notice of Election	8 IT set up One-stop site *Voter Registration Books Close *Deliver 9 iVo's to old library for one-stop training *One-stop supplies ready	9
10	11 One-stop training – 9-noon Special Brd Mtg – 10 a.m. - Resolution to Count Absentees early and appoint prec assistants	12 Test & Seal One-stop Machines & Absentee Applications – 3 p.m. One-stop training – 9-noon	13 *One-stop training – 9-Noon *Deadline to submit originals of FAXED voter reg forms *Deliver one-stop machines to Old Library	14 *Absentee Applications meeting – 9 a.m. * ONE-STOP VOTING BEGINS *Publish Notice of Early Counting of Absentees	15	16 Boss Day
17	18	19 Absentee Meeting – 5 p.m.	20	21 Absentee Meeting - 9 a.m. *Publish Notice of Early Counting of Absentees	22 Deliver 12 training iVo's to Old library	23
24 31 	25 Precinct Official Training – 9 a.m. – 12 noon (6 precincts) & Absentee Meeting – 12 noon – Cancel regular board meeting for December * First Quarter Plus Campaign Fin Report Due	26 Precinct Official Training – 9 a.m.-12 noon (6 precincts) & Absentee meeting – 12 noon * Last Day to Request Mail-out Absentee Ballots	27 Precinct Official Training – 9 a.m. - 12 noon (6 precincts) & Absentee Meeting – 12 noon	28 Test & Seal Voting Machines – 1 p.m. & Absentee Mtg – 5 p.m. *Supply boxes ready * Deadline for party chairs to submit list of observers – 10 a.m.	29 Test & Seal voting Machines – 9 a.m. & Absentee Meeting – 1 p.m.	30 ONE-STOP VOTING ENDS – 1 P.M.

November 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 *Absentee Meeting – 5 p.m. *Voted Mail-out absentee ballots must be in BOE office by 5 pm *Mail absentee report to SBOE *Maintenance delivers voting equipment to polls *Last day to request absentee ballots for sickness/disability – 5 pm *Chief Judges pick up supplies	2 ELECTION DAY – POLLS OPEN AT 6:30 A.M. *Count absentees – 2 p.m. *Absentee Abstract to SBOE *POLLS CLOSE 7:30 PM	3 AUDIT ELECTION Maintenance picks up voting equipment, etc.	4 AUDIT ELECTION Maintenance picks up voting equipment, etc.	5 AUDIT ELECTION Hand-to-Eye Audit – 10 a.m.	6
7 Fall Back to Eastern Standard Time	8 AUDIT ELECTION County Commissioners – 7 p.m.	9 AUDIT ELECTION	10 AUDIT ELECTION	11 AUDIT ELECTION	12 Count Provisional Ballots – 10 a.m. & CANVASS at 11 a.m.	13
14	15	16	17	18 Issue Certificates of Election	19	20
21	22 County Commissioners – 7 p.m.	23	24	25 HOLIDAY THANKSGIVING DAY	26 HOLIDAY	27
28	29	30				

December 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 County Commissioners Elected Officials Sworn into Office – 11 a.m.	7	8	9	10	11
12	13 County Commissioners – 7 p.m.	14	15	16	17	18
19	20	21	22	23	24 CHRISTMAS EVE  HOLIDAY	25 CHRISTMAS DAY 
26	27 HOLIDAY	28	29	30	31 NEW YEAR'S EVE 	