

**TRANSYLVANIA COUNTY BOARD OF ELECTIONS**  
**MEETING MINUTES**  
**MARCH 7, 2019**

The scheduled meeting of the Transylvania County Board of Elections was called to order at 10:00 am on March 7, 2019 at 150 South Gaston Street, Brevard, NC 28712.

**Present**

**Board Members:**

Sara Champion, Chair  
Lee McMinn, Secretary  
David Morrow

**Staff:**

Jeff Storey, Director  
Laura Owen, Deputy Director

Visitors: Tracie Fisher, Laura Newton, Kathleen Barnes, Bria Bailey

**Approval of Agenda and Review Previous Minutes**

**Secretary McMinn made a motion to approve the agenda. Mr. Morrow seconded. The motion carried.**

**Secretary McMinn made a motion to approve the minutes from February 26, 2019. Mr. Morrow seconded. The motion carried.**

**Conference Room Policy**

Director Storey explained that the County Manager is drafting an access policy for the room. It is similar to the draft presented to the board for review. Director Storey said the county is going to have temporary access badges that will be assigned when the room is requested for afterhours. Secretary McMinn asked about a drop box for returning the access badges. Director Storey indicated a procedure for returning the badges will be developed.

**Petty Cash Policy**

Director Storey proposed an update to the petty cash policy that would make it easier for staff to make change for report requests. Director Storey is awaiting documentation from Finance to ensure compliance with county policy. This will be continued for further consideration at a future meeting.

**Polling Sites for Precincts**

Director Storey presented the list of polling sites provided by the State Board of Elections. The precinct lines are being redrawn based on census data and the State is making sure there is a viable polling location in every precinct. Director Storey and the board reviewed the list and

made notes as needed. Director Storey will update the information and send out to board members for review before submitting it to the state board.

### **FY 19-20 Budget Review**

Director Storey informed the board of modifications to the budget from the previous review. The addition of shelving would be added to the programming room and OVRD supplies would be stored there. This would open up space for more record retention. Chair Champion suggested an explanation with supporting documentation be given to county administration to walk them through the equipment purchase plan. Director Storey concurred.

### **Director Updates**

Director Storey gave the following updates:

- Bria Bailey has accepted the position of Deputy Director of Voting Systems. Miss Bailey has worked for the Buncombe County Board of Elections, has experience working with the future voting equipment, and came highly recommended.
- The county is currently doing a compensation study. County staff have been attending information meetings and will soon be participating in giving feedback to the team.
- Voter ID training dates are contingent on the court cases. The state will provide the training for the general public. Two dates need to be picked and submitted to the state for approval. After some discussion the August 22 and 24 or August 29 and August 29 were agreed upon. Director Storey will submit the dates to the state as suggested dates for general public Voter ID meeting.
- Information was received showing H.B. 294 will be submitted today that would make all election contests partisan and occur in even numbered years. The board shared its concerns and will review the proposal before determining whether to draft a letter to the authors of the bill.

### **Public Comment**

Kathleen Barnes asked about Student ID meeting certain criteria and being approved by the March 15 deadline for the state. Secretary McMinn shared information about a group representing small private colleges that was working on it.

Kathleen Barnes stated opposition to churches being used as possible polling sites due to the discomfort of some voters going into a church of a certain denomination. Ms. Barnes indicated the board has done well at migrating away from the churches. Chair Champion stated the board is considering it as a temporary resolution for Williamson Creek since suitable sites for that precinct are lacking. It would also provide the least discomfort for voters in lieu of alternatives like moving or splitting up the precinct.

Ms. Barnes asked if the Voter ID still needs to be in place by May 1st, 2019. Director Storey indicated it is subject to court rulings, but the State seems to be moving forward with providing equipment to meet the deadline. Chair Champion asked about the procedures when a person registers to vote. Mr. Storey walked the board and public through the current process of voter registration but indicated the State still needs to provide guidance on the procedures on May 1st. There were several questions and discussions regarding voter id in relation to absentee by mail. The board recommended informing the State about the need to simplify the instructions for absentee by mail.

**On a motion by Mr. Morrow, seconded by Secretary McMinn, the meeting was adjourned at 11:30 am.** The next scheduled meeting will be at 10:00 am on April 4, 2019, at 150 South Gaston Street, Brevard, NC 28712.

Respectfully submitted,



Lee McMinn, Secretary



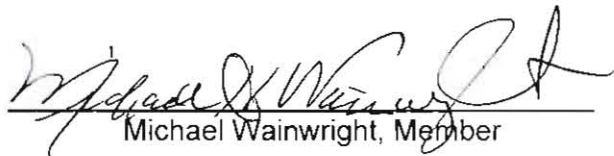
Sara G. Champion, Chair



David P. Morrow, Member



Pam Dashiell, Member



Michael Wainwright, Member

Approved by Board on: 4 APRIL 2019