

TRANSYLVANIA COUNTY BOARD OF ELECTIONS

MEETING MINUTES

June 4, 2019

The scheduled meeting of the Transylvania County Board of Elections was called to order at 2:00 pm on Tuesday, June 4, 2019 at 150 South Gaston Street, Brevard, NC 28712.

Present

Board Members:

Sara Champion, Chair
Lee McMinn, Secretary
David Morrow
Pam Dashiell
Michael Wainwright

Staff:

Jeff Storey, Director
Laura Owen, Deputy Director
Bria Bailey, Deputy Director

Visitors: None

Approval and Review of Previous Minutes

Secretary McMinn made a motion to approve the minutes from May 2, 2019. Ms. Dashiell seconded. The motion unanimously carried.

DIRECTOR UPDATES

Letter for Executive Director

Director Storey presented the congratulatory letter for Executive Director Karen Brinson Bell for the board to review and sign. The director indicated it will be delivered on Thursday at the district meeting.

New Equipment Schedule

The director updated the board on the voting equipment transition. The 4 pack and single voting booths have been delivered. Security carts have been ordered and are awaiting delivery. Director Storey has received the signed copy of the purchase agreement from the county manager and submitted the order to ES&S for the DS200 voting equipment. The board asked about the disposal of existing equipment. Director Storey stated that a partial number of voting machines will be picked up upon delivery of the new equipment and credited to the county. The remaining decertified equipment and supplies will be designated surplus and removed per county guidelines. The small conference room is being used as a temporary storage facility during the transition.

District Updates

The board was informed of the District 1 meeting held last month where new officers were elected. Director Storey was elected vice-president for the district. The director stated office staff will be attending a combined District 1 / District 2 meeting held in Polk county with the new executive director for the State Board on Thursday. Karen Henderson will manage the office while the staff are out.

Website – ADA compliance

Director Storey presented a letter to the board received from the Disability Rights North Carolina group that had concerns with ADA compliance on the Board of Elections website. The director stated it appears counties across the state have received the letter and are reviewing it. Director Storey indicated a review of the local website will be conducted to address concerns.

CERA Certification

The board was notified of Deputy Director Laura Owen's completion of course requirements to obtain the Certified Elections & Registration Administrator certification. Deputy Owen has applied for graduation and will receive the certification in the fall.

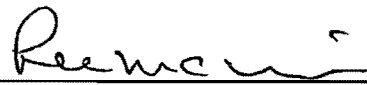
Board and Public Comment

The board asked if there were any legislative updates regarding one stop hours and precinct lines. Director Storey had not received any further updates but will ask the executive director at the district meeting on Thursday.

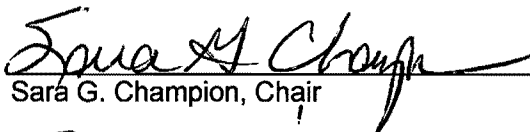
Secretary McMinn asked about future election dates and timelines. Director Storey will email an updated copy and reminded the board of precinct official appointments in August. Chair Champion asked if party chairs could verify existing precinct workers. The director will send a list to both parties.

On a motion by Chair Champion, seconded by Secretary McMinn, the meeting was adjourned at 2:45 pm. The next scheduled meeting will be at 10:00 am on July 3, 2019, at 150 South Gaston Street, Brevard, NC 28712.

Respectfully submitted,



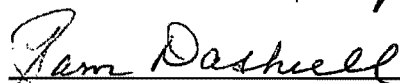
Lee McMinn, Secretary



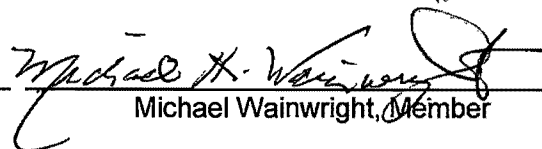
Sara G. Champion, Chair



David P. Morrow, Member



Pam Dashiell, Member



Michael Wainwright, Member

Approved by Board on: 7/11/2019