

**TRANSYLVANIA COUNTY BOARD OF ELECTIONS**  
**SPECIAL MEETING MINUTES**  
**JULY 14, 2020**

The special meeting of the Transylvania County Board of Elections was called to order by Chair Champion at 10:00 am on July 14, 2020 at 150 South Gaston Street, Brevard, NC 28712 and via Zoom video conferencing.

**Present**

**Board Members:**

**Staff Members:**

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

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Director: Jeff Storey  
Deputy Director: Laura Owen

Visitors: Ruth Harris, Julia Kennerly, Kathleen Barnes\*

**One Stop Plan for 2020 General Election**

Director Storey presented an early voting plan proposal to the board and general public. There were no changes to the original plan that was unanimously agreed upon. Hours will remain 8:30 am to 5 pm on weekdays and 8:00 am to 3 pm on the last Saturday. **Secretary McMinn moved to accept the One Stop Plan as presented. The motion unanimously carried.**

**Board Comments**

The board asked about procedures for the General election. The director said procedures are underway to provide safe voting options for precinct workers and voters due to COVID-19. Staff will review precinct floorplans for social distancing. Secretary McMinn asked about plexiglass for check in stations. The director will contact Maintenance about the best solution. Supplies including gloves, masks, and hand sanitizer will be provided also. The director mentioned the State Board has a task force consisting of health department officials, the CDC, state, and county election officials to develop guidance for safely voting in a pandemic. District 11 counties are also meeting to work through various procedures that need to be considered in a COVID-19 environment.


Chair Champion asked the board to be thinking about possibly opening Rosman Town Hall for early voting in the General election as way to help with social distancing. The board will review the data and consider it in a future board meeting after the 2nd primary has been completed.

**Public Comments**

There were no public comments.

**On a motion by Chair Champion, the meeting was adjourned at 10:46 am.** The next scheduled meeting will be at 10:00 am on May 7, 2020, 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: AUGUST 6, 2020