

TRANSYLVANIA COUNTY BOARD OF ELECTIONS
MEETING MINUTES
October 10, 2023

Chair Champion called the absentee / regular meeting of the Transylvania County Board of Elections to order at 5 p.m. on Tuesday, October 10, 2023, at 150 South Gaston Street, Brevard, NC 28712.

Attendance

Board Members:	Staff Members:
Chair: Sara Champion	Director: Jeff Storey
Secretary: Judith West	Deputy Director: Laura Owen
Sandra Watson	
Wendy Warwick	
Nona Walker	

Visitors: Jeff Brewer, Herschel Johnson, Jamie Johnson, Kathy Voltz, Alice Wellborn.

Review and Approval of Agenda

On a motion by Member Warwick, the board unanimously approved the agenda.

PUBLIC COMMENTS

Mr. Brewer stated by the 2024 general election that Transylvania County is projected to have 27,000 registered voters and the board should consider a third early voting site.

DIRECTOR UPDATES

Director Storey stated ballot proofing, logic and accuracy testing, and the mock election have been successfully completed.

The director informed the board 11 CIV ballots had been mailed on October 6 with none returned to date. Twenty-five photo ID cards have been issued.

Director Storey stated Brevard #2 signage had been received for the old and new locations.

The director indicated the early voting plan for the March primary is due by December 1, 2024. The board agreed to add the early voting plan to the November 16 board meeting agenda. The director will provide early voting data for the board's consideration.

Absentee by Mail Board Procedures Review

Staff reviewed the new absentee by mail procedures with the board with explanations on the staff's role upon receiving ballot returns and expectations for each board meeting. **On a motion by Member Watson, the board unanimously authorized staff to process board approved ballots during the absentee board meetings.** The processes include but are not exclusive to

opening board approved ballots, inspecting CIV numbers match, scanning the ballots into the DS200, and securing scanned ballots in the presence of the board.

Absentee by Mail Ballot Approval

There were no absentee ballots for board review.

BOARD COMMENTS

Chair Champion stated the precinct official training would begin at 6 p.m. and board members were invited to attend. The director had previously noted board members may be in attendance for the training with no business taking place. There were no further comments.

Chair Champion adjourned the meeting at 5:44 p.m. The next scheduled meeting will be at 5 p.m. on October 17, 2023, at 150 South Gaston Street, Brevard, NC 28712.

Respectfully submitted,



Judith West, Secretary



Sandra E. Watson, Member



Nona Walker, Member



Sara G. Champion, Chair



Wendy Warwick, Member

Approved by Board on: 12-14-2023