

TRANSYLVANIA COUNTY BOARD OF ELECTIONS

REGULAR MEETING MINUTES

September 11, 2025

Chair Cruickshank called the meeting of the Transylvania County Board of Elections to order at 10:00 a.m. on Thursday, September 11, 2025, at 150 South Gaston Street, Brevard, NC 28712.

Attendance

Board Members:

Chair: Jim Cruickshank
Secretary: Judith West
Nona Walker
Phyllis Owen
Thomas A. Smith III

Staff Members:

Director: Jeff Storey
Deputy Director: Laura Owen
Deputy Director: Julie Dennis

Visitors: Herschel Johnson

Review and approval of agenda

On a motion by Member Walker the Board approved the agenda unanimously.

PUBLIC COMMENTS : None

Review and approval of previous minutes

The Board reviewed the minutes for August 19, 2025. On a motion by Member West, the minutes for August 19, 2025 was unanimously approved.

Absentee board meeting schedule

Per N.C.G.S. § 163-230.1(f), county boards of elections meet beginning five weeks prior to Election Day to review and approve absentee ballot applications. The Board was presented a draft absentee schedule for the 2025 Municipal Election. Absentee ballots will be available on October 3, 2025. Per N.C.G.S. § 163-302(b) the meeting scheduled for September 30, 2025 will be cancelled as no ballots will have been received. On a motion by Member Smith, the Board unanimously approved the absentee schedule for the 2025 Municipal Election.

Additional Precinct official appointments

The director presented additional nominations for Election Day assistants in Brevard #2, Brevard #3, Brevard #4, and Cedar Mountain precincts from the local Democratic and Republican parties for board approval. On a motion by Member Smith, the Board unanimously approved the recommendations for assistants for the remainder of the two-year term ending August 2027. Director Storey restated that the number of workers is sufficient for the upcoming municipal election, but remaining vacancies should be filled prior to the primary election training in January 2026.

Director Updates

The director indicated the registration repair project is ongoing. The State Board of Elections sent out the initial letters to affected voters. 79 voters remain on the list for Transylvania county.

The State Board recently modified and released an additional numbered memo regarding the project. The director will review the changes before finalizing the precinct official training. Member Smith asked how many voters on the list resided within the municipality. The director will retrieve the data and provide it to the Board at the next meeting.

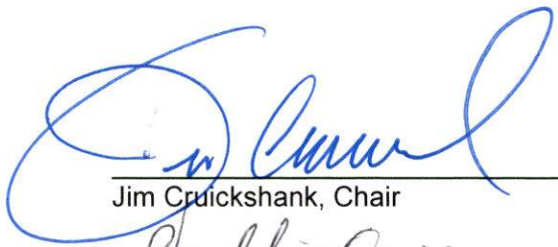
The director indicated the Freedom Fest on Saturday, August 23rd went well. Voter registrations, photo ID applications, and precinct worker applications were received at the event.

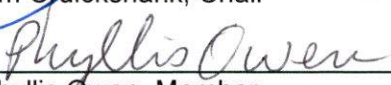
Director Storey stated that ballot proofing had been completed, sample ballots are available, and coding received for the 2025 municipal elections. Logic and accuracy testing is scheduled for Monday, September 22 at 9 a.m. and will be open to the public. A bipartisan team will conduct the testing. Training for the election workers will begin the first week of October.

Board comments

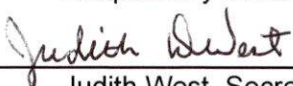
Chair Cruickshank asked about the director duties and responsibilities review that was deferred from the July board meeting. The Chair asked the Board if it had any additional comments regarding the subject. Member Smith mentioned the state conference provided a better understanding of the roles of the director and board and he was comfortable continuing with the review. Director Storey will add that to the agenda for the next regular meeting.

On a motion by Chair Cruickshank, the meeting was adjourned at 10:30 a.m. The next scheduled meeting will be at 3 p.m. on October 7, 2025, at 150 South Gaston Street, Brevard, NC 28712.

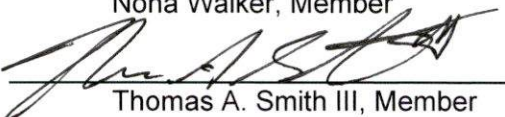


Jim Cruickshank, Chair


Phyllis Owen, Member

Respectfully submitted,


Judith West, Secretary

Nona Walker, Member


Thomas A. Smith III, Member

Approved by Board on: Oct 7, 2025