

**MADISON COUNTY BOARD OF ELECTIONS
REGULAR SESSION
Board of Elections Conference Room
Wednesday, April 13, 2016
3:00 PM**

MINUTES

CALL TO ORDER

Chair Smathers called the meeting of the Madison County Board of Elections to order at 3:00 p.m. at the Board of Elections Conference Room. In attendance were 6 members of the public; Dyatt F. Smathers, Chair; Ray Lewis, Secretary; Jerry Wallin, Member; Wade Gahagan, Elections Specialist; and Kathy Ray, Director.

AGENDA

Moved, Seconded (RL, JW) and Carried (3,0) to set the agenda as amended to add a brief closed personnel session.

APPROVAL OF MINUTES

Moved, Seconded (RL, JW) and Carried (3,0) to approve the March 8 (absentee), 14 (absentee), 15 (absentee), 21 (absentee), 22 (absentee/canvass), and 31 (emergency) meeting minutes.

CHAIR'S REPORT

Chair Smathers complimented the Director's work with the State Board of Elections to reduce the number of paper ballots that must be purchased for the June 7 Congressional Primary Election.

DIRECTOR'S REPORT

The March 31, 2016 budget and expenditure report was presented. The current budget is sufficient to fund the June 7th Congressional Primary, and there will be no need to request additional funding.

The proposed 2016-2017 budget line items for capital equipment and training will be reduced by \$4000 and \$1000 respectively. The decreases are a result of line item carryover the past two fiscal years.

NEW BUSINESS

Discussion ensued regarding the required number of precinct poll worker assistants for each election. Chair Smathers will make a personal contact with the State Board to discuss the requirement. He will report his findings to the Board.

The Director reported on polling enclosure relocations for the schools during the June 7th Congressional Primary. Madison High and Hot Springs Elementary Schools' voting enclosures will be relocated from the cafeteria and library to the gymnasiums. The relocations are necessary as summer remediation for students will be in session.

Moved, Seconded (RL, JW) and Carried (3,0) to approve the elections staff as presented for the June 7th Congressional Primary Election. Poll worker assistants are still needed at the Sandy Mush and Walnut Precincts.

Moved, Seconded (RL, JW) and Carried (3,0) to approve the June 7th Congressional Primary Change in Absentee Meeting notice.

Moved, Seconded (RL, JW) and Carried (3,0) to approve the June 7th Congressional Primary Resolution to Count Absentee Ballots.

All one-stop plans for the November 8, 2016 General Election must be submitted to the State Board of Elections no later than July 1st if the plan includes a reduction in cumulative hours. A discussion ensued regarding the hours of one-stop during the General Election. The Board reviewed data related to the provision of one-stop hours.

Moved, Seconded (DS, RL) and Carried (3,0) to request a reduction in one-stop hours and provide 3 one-stop sites for extended hours during the November 8, 2016 General Election. The plan will include seven 11 hour days, 1 Saturday with an 8 hour day, and 1 Saturday with a 5 hour day for a total of 270 cumulative hours.

The Director reported on the destruction of campaign finance records as per the Records Retention and Dispensation Schedule. A list of campaign finance records to be destroyed was presented.

The Chair reported on the damage done to the Beech Glen Community Center by moving the voting machines into the storage closet. Repairs have been made to the satisfaction of the community center. The Director indicated that the machines will be broken down and stored in a locked machine rack during future elections.

The Director reviewed numbered memo 2016-08 and the information that will be sent along with the balloting materials to June 7th Congressional Primary absentee voters.

CITIZEN COMMENTS

A citizen expressed that she she was supportive of the reduction in one-stop sites as long as a site was maintained in Hot Springs. She further commented that the Board had demonstrated action worthy of the public's trust during the changes to the election laws.

A citizen commented that she feels absentee mail-in voting for all would resolve issues of staffing and preparing voting sites for elections.

Elections Specialist Gahagan announced his one-year anniversary with the Board of Elections and expressed appreciation to the Board and Director.

OTHER MATTERS

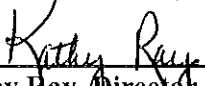
Moved, Seconded (RL, JW) and Carried (3,0) to move into closed session for a personnel discussion.

The Chair called the meeting back into session.


Moved, Seconded (DS, JW) and Carried (3,0) to change Elections Specialist Gahagan's title to Deputy Director of Elections.

ADJOURNMENT

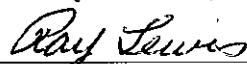
Moved, Seconded (JW, RL) and Carried (3,0) to adjourn at 4:15 P.M.



Kathy Ray, Director



Dyatt Smathers, Chair



Ray Lewis, Secretary