

Madison County Board of Elections

Meeting Minutes

Regular Session – June 21, 2017

The Madison County Board of Elections met on Wednesday, June 21, 2017 in the Board of Elections Conference Room, Room 16. In attendance: Dyatt Smathers, Board Chair; Ray Lewis, Board Secretary; Jerry Wallin, Board Member; Wade Gahagan, Deputy Director; and three members of the public.

Call to Order:

Chair Smathers called the meeting to order at 3:00 p.m.

Chair Smathers announced to the Board and Public that Director Ray had a family emergency and was unable to attend. Director Ray joined the meeting at 3:20 p.m.

Agenda:

Chair Smathers, on request of Deputy Director Gahagan, amended the agenda by:

Moving “ES&S Hardware Maintenance Agreement” from “New Business” to “Director’s Report”

Adding “Closed Session (Personnel)” after “Citizen Comments” and moving “Director’s Annual Evaluation” and “Deputy Director’s Annual Evaluation” to “Closed Session (Personnel)”

Adding “2017-2018 Budget” under “New Business”

Secretary Lewis made a motion: *To set the meeting agenda as amended by the Chair.* Member Wallin seconded and motion carried unanimously.

Approval of Minutes:

The minutes were read from the Regular Session meeting on May 3, 2017.

Secretary Lewis made a motion: *To Approve the Regular Session Minutes from the May 3, 2017 meeting.* Member Wallin seconded and motion carried unanimously.

Chair's Report:

Chair Smathers reported on several bills that would affect Madison County elections and praised State Board of Elections Public Information Officer Patrick Gannon for his timely reports on impending legislative and legal actions.

Chair Smathers informed the Board that he is eligible and will take the State Board of Elections certification exam at the statewide conference in August.

Members' Reports:

Secretary Lewis reported on the current uncertainty surrounding North Carolina Elections.

Member Wallin reported about concerns over the 2017-2018 approved budget.

Director's Report:

Deputy Gahagan presented the May 31, 2017 budget report.

Deputy Gahagan informed the Board that the State Board of Elections has given their final approval to purchase the two requested DS200 Optical Scan Tabulators.

A discussion ensued among the Board over the status of equipment certification.

Secretary Lewis made a motion: *To authorize Director Ray to purchase two DS200 Optical Scan Tabulators.* Member Wallin seconded and motion carried unanimously.

Deputy Gahagan informed the Board on the current Certified Elections/Registration Administrator (CERA) certification for both Director Ray and himself.

Deputy Gahagan informed the Board that PrintElect's maintenance team advised the office to replace locks that were more susceptible to compromise. Chair Smathers ordered the staff to expeditiously replace the locks in question.

Deputy Gahagan informed the Board that due to time constraints, budgetary timelines, and the uncertainty over the future of the current voting equipment, the Chair and Director administratively proceeded to enter into a one year maintenance agreement with ES&S.

Secretary Lewis made a motion: *To approve entering into a one year maintenance agreement with ES&S.* Member Wallin seconded and motion carried unanimously.

New Business:

Chair Smathers reported on a meeting of the Mars Hill Senior Group which occurred on June 20, 2017 and was attended by both Director Ray and Himself.

Deputy Gahagan presented the Board with a listing of office records to be properly disposed at the next available opportunity. These records have exceeded the required retention as prescribed by the North Carolina Department of Cultural Resources.

Other Matters:

The approved 2017-2018 budget was presented to the Board for review.

Discussion ensued over the approved budget.

Chair Smathers desired to table discussion on the 2017-2018 budget until the new Board was sworn. The action was approved with no objections.

Deputy Gahagan informed the Board on issues regarding the State Board of Elections Certification Program. Chair Smathers ordered the staff to research if Secretary Lewis is eligible to take the State Board Certification Exam at the August 2017 State Board of Elections Conference.

Deputy Gahagan informed the Board of additional training opportunities available at the August 2017 State Board of Elections Conference.

Citizen Comments:

A citizen inquired why the law was changed to incorporate one additional board member in all counties. This citizen also expressed frustration with certain bills currently before the State General Assembly.

A citizen offered ideas to increase voter participation in municipal elections.

A citizen informed of the possibility of increased participation in the upcoming Municipal and Countywide elections.

Closed Session:

For issues related to personnel pursuant to G.S. 143-318.11(a)(6), Secretary Lewis made a motion: ***To move into closed session.*** Member Wallin seconded and the motion carried unanimously. The Board entered closed session at 3:55p.m after a brief recess in order to relocate to a private setting.

At 4:20 p.m. Secretary Lewis made a motion: ***To return to open session.*** Member Wallin seconded and motion carried unanimously.

The Board extended their appreciation to Director Ray and Deputy Director Gahagan.

Announcements:

Chair Smathers announced the next regular scheduled meeting will occur on July 18, 2017 at 12:00 noon. The Chair requested Member Wallin to contact Madison County Clerk of Court Mark Cody and request he administer the Oath for Board Members pursuant to G.S. 163-30.

Chair Smathers announced that the August regular session will occur on August 22, 2017 at 12:00 noon.

Adjournment:

With no further business, Member Wallin: **To adjourn the meeting.** Secretary Lewis seconded and motion carried unanimously. The meeting adjourned at 4:25 p.m.

Minutes Approved July 18, 2017

Kathy Ray
Kathy Ray, Director

Dyatt Smathers
Dyatt Smathers, Chair

Ray Lewis
Ray Lewis, Secretary