

# Madison County Board of Elections

## Meeting Minutes

### Special Organizational Session – March 1, 2019

The Madison County Board of Elections met on Friday, March 1, 2019 in the Board of Elections Office, Room 16. In attendance: Jerry Wallin, Chair; Ray Lewis, Secretary; Dyatt Smathers, Member; Sandra Tolley, Member; Brian Ball, Member; Kathy Ray, Director; Wade Gahagan, Deputy Director; Larry Leake, North Carolina District Court Judge; and two (2) members of the public.

#### **Swearing in of Board of Elections Members:**

The Honorable Larry Leake swore in all appointed members of the Madison County Board of Elections.

#### **Call to Order:**

Chair Wallin called the meeting to order at 2:35pm.

#### **Agenda:**

**Moved, Seconded (DS, RL) and Carried (5,0) to add a Personnel Session to the agenda after Old Business.**

**Moved, Seconded (DS, BB) and Carried (5,0) to approve the agenda as amended.**

#### **Selection of Board Secretary:**

**Moved, Seconded (RL, DS) to nominate Sandra Tolley as Board Secretary. The motion received no further action.**

**Moved, Seconded (ST, BB) and Carried (5,0) to nominate Ray Lewis as Board Secretary.**

#### **Minutes:**

**Moved, Seconded (ST, DS) and Carried (5,0) to approve the December 11, 2018 meeting minutes.**

#### **Chair's Report:**

Chair Wallin presented the Board with a copy of the State Board of Elections' notice regarding social media and stressed caution using social media platforms. He also commented on the current makeup of the State Board of Elections.

### **Member's Reports:**

Member Smathers welcomed Brian Ball as the newest member of the Board of Elections. He extended his gratitude to board members and staff for their due diligence in election matters. He also extended his gratitude to the staff for continuing to operate while the board was dissolved.

Member Ball stated he was honored to be a part of the board. He extended his gratitude to the board and staff for their work while he was a precinct official.

Secretary Lewis stated he was pleased to have Brian Ball on the board and for all members to be reappointed to the board.

Member Tolley expressed gratitude to the staff for a successful move back to the Board of Elections office.

### **Director's Reports:**

The Director provided the December 31, 2018 and January 31, 2019 budget expenditure report.

The Director provided an update on the purchase of the DS200s, rental of the AutoMarks, and the trade-in for the iVotronics.

The Director provided an update on municipal annexations and provided the board with the municipal election packets that were distributed to the municipalities. A discussion ensued about municipal absentee voting.

The Director provided an update on the Laurel, Sandy Mush, and South Marshall precinct polling locations and potential polling sites for the municipal election. A discussion ensued about potential legislation regarding school safety.

The Director reported that the Board of Elections office had successfully relocated from the emergency location on Elizabeth Lane to the Madison County Administrative Building and expressed gratitude to all county departments who assisted in the move.

The Director provided a report on needed storage and security upgrades for the Board of Elections office. A discussion ensued over changing the locks.

The Director provided an update on staff CERA and State certifications. A discussion ensued over the status of board member State certification.

The Director provided an update over the status of Photo ID legislation and State Board guidance. A discussion ensued over the legal status of the legislation.

The Director provided an update on the 2010 Precinct Project and communications with the State Board of Elections on potential polling sites. A discussion ensued over the evaluation and future use of polling sites.

The Director provided the board with an agenda for the upcoming Hickory NCADE Conference. Chair Wallin recommended that all Board Members attend, and a discussion ensued over lodging,

**Citizen Comments:**

A citizen commented that the board is facing an onerous task and expressed her appreciation to board members and staff. She further commented on concerns over the future of the Sandy Mush precinct building and suggested erecting a canopy over the entrance and walkway.

A citizen expressed concerns over the potential impacts of closing the Sandy Mush precinct building and the additional time it would take for some voters to reach an alternate Election Day voting site.

**Closed Session - Personnel:**

**Moved, Seconded (DS, JW) and carried (5,0) to enter Closed Session for a personnel discussion.**

The board returned to open session at 4:50 pm.

**New Business:**

**Moved, Seconded (DS, JW) and Carried (5,0) to allow the North Carolina Department of Natural Resources to microfilm the board's minutes.**

**Moved, Seconded (JW, DS) and Carried (5,0) to destroy audio recordings of meetings as per the 2012 retention schedule.**

**Moved, Seconded (BB, DS) and Carried (5,0) to destroy the handwritten poll books currently in the board's possession.**

The Director provided the board with the proposed 2019-2020 fiscal year budget. The board requested Director Ray to inquire with the County's Finance Office about life insurance for board members.

**Moved, Seconded (DS, JW) and Carried (5,0) to increase the Director's pay by \$2,000 per year beginning with the 2019-2020 fiscal year.**

**Moved, Seconded (DS, JW) and Carried (5,0) to increase the Deputy Director's pay by \$1,500 per year beginning with the 2019-2020 fiscal year.**

**Moved, Seconded (DS, JW) and Carried (5,0) to increase board members' pay who have state certification to \$350.00 per month beginning on March 1, 2019.**

**Moved, Seconded (DS, JW) and Carried (5,0) to increase board members' pay who have not been state certified to \$325.00 per month beginning on March 1, 2019.**

**Moved, Seconded (DS, ST) and Carried (5,0) to increase election day pay for election assistants to \$190.00 beginning with the 2019-2020 fiscal year.**

A discussion ensued over the needs and configurations of ballot booths.

**Moved, Seconded (DS, BB) and Carried (5,0) to approve the 2019-2020 fiscal year budget proposal as amended.**

**Moved, Seconded (DS, ST) and Carried (5,0) to designate the Director to record and maintain board minutes.**

**Moved, Seconded (DS, JW) and Carried (5,0) to change the schedule of regular meetings to the third Wednesday of the month at 3:00pm beginning March 20, 2019.**

**Moved, Seconded (ST, DS) and Carried (5,0) to approve rental of the ES&S AutoMarks for the 2019 Municipal Elections.**

**Moved, Seconded (BB, RL) and Carried (5,0) to table action on the acquisition of voting booths until a later meeting.**

**Moved, Seconded (DS, JW) and Carried (5, 0) to change all polling sites currently marked as "No" to "Yes," in the column "Could it Function as a polling place?" on the State Board of Elections survey.**

**Moved, Seconded (DS, JW) and Carried (5,0) to remove the "X" for the column "Insufficient Electrical Outlets" for the Spring Creek Meal Site on the State Board of Elections survey.**

**Moved, Seconded (DS, JW) and Carried (5,0) to remove all "X" for the column "Insufficient Space," on the State Board of Elections survey.**

**Moved, Seconded (DS, JW) and Carried (5,0) to remove all "X" for the column "Insufficient Parking," on the State Board of Elections survey.**

**Moved, Seconded (DS, JW) and Carried (5,0) to remove all "X" for the column "Other," on the State Board of Elections survey.**

**Moved, Seconded (DS, JW) and Carried (5,0) to change the rating as a potential polling site for the Community Building on Highway 63 to a "3."**

**Moved, Seconded (JW, DS) and Carried (5,0) to change the board office locks and to include a keypad lock with audit trail on Room 15.**

**Moved, Seconded (DS, BB) and Carried (5,0) to increase hourly pay for training hours and temporary office staff to \$12.50.**

**Other Matters:**

The Deputy Director reminded the board to check their emails frequently.

**Announcements:**

Next regular scheduled meeting: March 20, 2019 at 3:00pm.

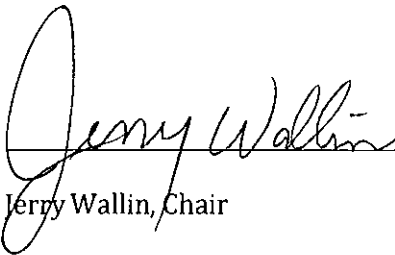
**Adjournment:**

**Moved, Seconded (BB, DS) and Carried (5,0) to adjourn.**


Minutes Approved 3/20/19

  
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Kathy Ray, Director

  
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Jerry Wallin, Chair

  
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Ray Lewis, Secretary