

Madison County Board of Elections

Meeting Minutes

September 19, 2018

The Madison County Board of Elections met on Wednesday, September 19, 2018 at 3:00 p.m. in the Board of Elections Conference Room. In attendance: Dyatt Smathers, Chair; Sandra Tolley, Vice Chair; Ray Lewis, Secretary; Kathy Ray, Director; Wade Gahagan, Deputy Director; and two (2) members of the public. Jerry Wallin, Member was absent from the meeting recovering from an injury.

Call to Order

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

Agenda

Moved, Seconded (ST, RL) and Carried (3,0) to approve the agenda as presented.

Approval of Minutes

Moved, Seconded (RL, ST) and Carried (3,0) to approve the August 8, 2018 meeting minutes as presented.

Moved, Seconded (RL, ST) and Carried (3,0) to approve the August 31, 2018 meeting minutes as presented.

Chair's and Members' Reports

Chair Smathers announced that poll worker training is scheduled for October 6th at AB Tech Madison Campus. He also announced that the Madison County Library has just been named the Best Small Library in the United States and will be featured in a national publication. He congratulated Deputy Director Wade Gahagan upon completing The Election Center's Certified Election Registration Administrator (CERA) Program. Finally he provided an update on Member Wallin's recovery from a lawn mower accident.

Secretary Lewis commented on the Department of Homeland visit. He had hoped to hear more on the cyber side of the checklist.

Director's Report

The Director provided the August 31, 2018 budget report. Chair Smathers commented that the State Board staff has assured counties that the approval of election equipment is on schedule, and counties will have time to test new equipment during the 2019 municipal election.

The Director informed the Board of the resignation of Sandy Mush Republican Judge Jim Brown. The one stop staff and Election Day poll worker lists were presented and discussed.

The Director provided a report on the Department of Homeland Visit and the walkthrough with the county IT and Maintenance Directors. As a result of the visit and subsequent recommendations all inactive cameras inside the building have been removed, locations for additional active cameras have been identified, the software for the CCTV system has been installed on the Deputy Director's computer for additional monitoring, and a discussion is ongoing about the installation of a panic alert system.

The Director provided a list of office and election documents that were disposed of in August and cited the recently communicated Numbered Memo (2018-09) that supersedes the retention schedule until further notice.

New Business

Chair Smathers recognized Deputy Director Gahagan for completing the CERA program and indicated that a precedent has been set to increase staff compensation by \$25 per month for achieving advanced certifications. **Moved, Seconded (DS, RL) and Carried (3,0) to increase the salary compensation of Director Wade Gahagan by \$25.00 per month beginning with the month of July 2018.**

Citizens Comments

A citizen commented that she had attended a Buncombe County Board of Elections meeting. She also inquired if Madison County Board of Elections participates in voter registration crosscheck activities with other counties.

A citizen suggested a poll worker search that extends to the Green and Libertarian registrants. He also commented on a NPR Government Program broadcast that focused on cybersecurity issues.

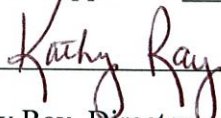
Announcements

Next Board Meeting: October 16, 2018 at 3:00 p.m.

Adjournment

Moved, Seconded (RL, ST) and Carried (3,0) adjourn the meeting at 3:55 p.m.

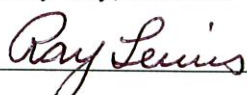
Minutes Approved 10-16-18



Kathy Ray, Director



Dyatt Smathers, Chair



Ray Lewis, Secretary