

BOARD OF ELECTIONS

Ken Raymond
Chairman

Stuart Russell
Secretary

Fleming El-Amin
Member



Steve Hines
Director of Elections

FORSYTH COUNTY BOARD OF ELECTIONS April 7, 2015, 4 P.M.

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**FORSYTH COUNTY BOARD OF ELECTIONS
BOARD MEETING MINUTES – April 7, 2015**

Meeting Called to Order

A special meeting of the Forsyth County Board of Elections was called to order in the second floor meeting room on April 7, 2015. The meeting convened at 4:00 PM, Chairman Ken Raymond presiding.

Board Members in attendance: Chairman Ken Raymond, Secretary Stuart Russell, and Member Fleming El-Amin

Staff Members in attendance: Director-Steve Hines, Lamar Joyner, Chris Duffey, Jacob Wright, Kimberly Stuck-Yarbrough, and Monica Gary
Other County Staff: Assistant County Attorney-Lonnie Albright

Pledge of Allegiance

Chairman Raymond led the pledge of allegiance.

Moment of Silence

Chairman Raymond led a moment of silence.

Public Comment Session

Chairman Raymond opened the public comment session with instructions. Speakers were asked to complete a public comment card and would have two minutes or less to speak. The speaker's name and address should be stated for the record. Questions should be included during the allotted time and answers would be given at the close of the session. A speaker's time could not be given to another individual. At the close of the public comment session, no additional statements or questions would be heard from the public. The public comment session included the following speakers:

Fred Falin - 7030 Stancliff Court, Clemmons, NC 27012

Kathleen Falin - 7030 Stancliff Court, Clemmons, NC 27012

Katherine Fansler - 1045 Wendover Circle, Winston-Salem, NC 27104

Secretary Russell moved and Member El-Amin seconded a motion to close the public comment session. **Motion carried unanimously.** In response to public comments, the Board and Director Hines addressed questions relating to procedural changes, poll worker pay, sites in need of air conditioning, early voting sites and curbside voting.

School Relocation Update

Chairman Raymond presented the Board members with feedback from schools that adopted changes as requested by the School Board. Feedback addressed security for the students on campus, pods utilized and their accessibility, and whether sites were adequate for use in the future. Board requested additional information regarding the sites; Director Hines stated he

would do additional research and provide the information to the Board in the near future.

Budget Update

Director Hines presented Board members with a breakdown of early voting sites and voting machines necessary to meet the law requirement to provide the same total number of hours for the 2016 election cycle as used in the 2012 election cycle. Director Hines also addressed the need for new voting machines and exposing voters to new systems during the municipal election cycle enabling voters to adjust to the changes prior to 2016. Director Hines provided an approximate cost for new equipment of which has been put before the Commissioners for consideration. Board members discussed time frame, date that Commissioners will discuss, and the need to lobby for cost.

Municipal Election Voting Locations

Board requested discussion regarding locations that will be available; Director Hines provided spreadsheet of proposed locations and addressed Guilford Counties request to keep the voters that share boundary with Forsyth; Mr. Hines noted a decision will be needed; however, could be tabled for the time being.

Voter History Comparison

Director Hines presented a voter history comparison, reviewing volume and voter history issues. Noting that after reviewing voter history over the last five years, 2014 was the norm not the exception. Additionally, the oddities were less for the most recent election cycle than in previous years; providing examples of the contributing factors.

Curbside Voting Update

Director Hines presented a breakdown of curbside voters to the Board members to make future decision based upon needs. Chairman Raymond inquired if there would be a need for dedicated curbside.

List Maintenance Update

Director Hines opened floor for Chris Duffey. Mr. Duffey provided insight to verifications; noting that majority were mailed post election. Additionally, that the State Board of Elections (SBOE) has changed list maintenance; NCOA cards require action from the voter and if they fail to respond their voter status will reflect an inactive status. Mr. Duffey provided a breakdown of mailed vs returned confirmation cards:

30,073 - Cards were mailed out
396 - Returned
5,431 - Returned as Undeliverable
24,616 - Not returned at all.

Member El-Amin inquired if one sixth of the total being undeliverable was the norm, Mr. Duffey stated it was an approximation but confirmed; additionally noting that NCOA cards should clean up the process. Chairman Raymond thanked Mr. Duffey for his input.

Meeting Calendar

Board discussed potential times and dates that would enable the Board to come together via a regular meeting calendar. Secretary Stuart advised setting a regular meeting schedule would need

to allow for flexibility of schedule as well as special meetings; Assistant County Attorney Albright advised that other than statutory dates he found no stipulations limiting the scheduling of regular meeting times and dates referencing N.C.G.S § 163 - 31 which states:

In each county of the State the members of the county board of elections shall meet at the courthouse or board office at noon on the Tuesday following the third Monday in July in the year of their appointment by the State Board of Elections and, after taking the oath of office provided in G.S. 163-30, they shall organize by electing one member chairman and another member secretary of the county board of elections. On the Tuesday, following the third Monday in August of the year in which they are appointed the county board of elections shall meet and appoint precinct chief judges and judges of elections. The board may hold other meetings at such times as the chairman of the board, or any two members thereof, may direct, for the performance of duties prescribed by law. A majority of the members shall constitute a quorum for the transaction of board business. The chairman shall notify, or cause to be notified, all members regarding every meeting to be held by the board.

After further discussion, Secretary Russell moved to include the following language: "The Board will endeavor to meet the third Thursday of each month at 4 p.m.; however, the Board shall maintain the discretion to meet or not to meet and/or shall as required by law or statute and will notify public as per law." Chairman Raymond seconded motion. **Motion carried unanimously.** Next meeting scheduled for May 21, 2015 at 4 p.m.

Closed Session

Chairman Raymond inquired if any had business to be handled in a closed session, advised no.

Other Business

Member El-Amin thanked the public and speakers taking an interest and providing their input to help the voting process.

Steve Hines introduced new staff members at beginning of meeting: Kimberly Stuck-Yarbrough - Senior Administrative Assistant and Monica Gary - Office Assistant; Mr. Hines provided brief background for each; Board welcomed them aboard.

Approval of Minutes

Chairman Raymond requested that the Board members review the minutes of February 18, 2015; Secretary Russell motioned to make changes to minutes and present at next meeting. Member El-Amin seconded motion. **Motion carried unanimously.**

Adjournment

Member El-Amin motioned to adjourn, Secretary Russell seconded motion; **Motion carried unanimously.** Meeting adjourned at 5:20 p.m.

Approved:

Ken Raymond, Chair

Date

Stuart Russell, Secretary

Date

Fleming El-Amin, Member

Date

Attachments on File: Draft - 2014 Review, Preview: How new voting equipment is needed
November 2015 Precincts Open (Proposed)
11.14.2014 Curbside Voters by No. of Voters
11.14.2014 Curbside Voters by Registered Precincts
03.25.15 NVRA Report