



FORSYTH COUNTY BOARD OF ELECTIONS

Board Meeting Agenda September 12, 2023 – 5:00 p.m.

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Comments
5. Approval of Meeting Minutes
6. Approval of Absentee Ballots
7. Adoption of Resolution for Contract on Pollbook Printing Services
8. Appointment of Precinct Officials
9. Discussion of One-Stop Early Voting Plan for March 2024 Primary
10. Other Business
11. Closed Session (if necessary)
12. Adjournment

FORSYTH COUNTY BOARD OF ELECTIONS

Meeting Minutes

September 12, 2023 – 5:00 p.m.

Meeting Called to Order

A meeting of the Forsyth County Board of Elections was called to order in the 2nd Floor Board Room on Tuesday, September 12, 2023, at **5:00** p.m., Chairperson Robert Durrah, Jr. presiding.

Board Members in attendance: Chairperson Robert Durrah, Jr., Vice Chair Catherine Jourdan, Secretary Chad Doomy, Member Alfred Harvey, Member Adam Draper

Staff Members in attendance: Director Tim Tsujii, Deputy Director Michelle Bobadilla, Tricia Starkey, Lenn Bartley

Pledge of Allegiance

Chairperson Robert Durrah led the Pledge of Allegiance.

Moment of Silence

Chairperson Robert Durrah led a moment of silence.

Public Comments

Chairperson Robert Durrah called for public comments, providing two minutes per speaker:

Nancy Polk: 6013 Allington Court, Winston-Salem, NC 27104

Mike Klinetobe: 5303 Villas Drive, Winston-Salem, NC 27103

Secretary Doomy moved to close public comments; Vice Chair Jourdan seconded.

Motion carried unanimously.

Approval of Meeting Minutes

Member Draper moved to approve the meeting minutes for August 22, 2023 as submitted; Member Harvey seconded. **Motion carried unanimously.**

Approval of Absentee Ballots

Director Tsujii informed the Board that there were no absentee ballot requests for approval.

Adoption of Resolution for Contract on Pollbook Printing Services

Director Tsujii presented to the Board the recommendation that Salem One, Inc. be awarded a one-year pollbook printing services contract to expire on June 30, 2024 and not to exceed \$40,000.00. This company has served as the pollbook printing vendor for Forsyth County for over a decade. Vice Chair Jourdan moved to approve the contract on pollbook printing services as submitted; Member Harvey seconded. **Motion carried unanimously.**

Appointment of Precinct Officials

Lenn Bartley, Elections Training Specialist, presented a list of precinct officials for appointment. The Board reviewed how officials are chosen. Member Harvey moved to approve the presented list of precinct officials for appointment; Vice Chair Jourdan seconded. **Motion carried unanimously.**

Discussion of One-Stop Early Voting Plan for March 2024 Primary

Director Tsujii presented the One-Stop Early Voting data and statistics to the Board for review regarding the March 2024 Primary Election. The Board discussed specific voting sites, the number of dates, and times for One-Stop Early Voting. The twelve sites discussed were: Brown & Douglas Community Center, Clemmons Branch Library, Forsyth County Government Center, Kernersville (Paddison Memorial) Library, Lewisville Branch Library, Mazie Woodruff Center, Miller Park Recreation Center, Old Town Recreation Center, Rural Hall Branch Library, Southside Branch Library, Winston First Assembly of God, and Winston Salem State University – Anderson Center. Specific dates and times proposed are as follows: Thursday, February 15, 2024 through Friday, February 16, 2024 from 8:00 AM to 7:30 PM; Monday, February 19, 2024 through Friday, February 23, 2024 from 8:00 AM to 7:30 PM; Saturday, February

Forsyth County Board of Elections – Board Meeting September 12, 2023
24, 2024 from 8:00 AM to 3:00 PM; Sunday, February 25, 2024 from 12:00 PM to 4:00
PM; Monday, February 26, 2024 through Friday, March 1, 2024 from 8:00 AM to 7:30
PM; and Saturday, March 2, 2024 from 8:00 AM to 3:00 PM. Secretary Doomy moved
to approve the drafted plan of One-Stop Early Voting sites as submitted; Member
Harvey seconded. **Motion carried unanimously.**

Other Business

Adoption of Resolution of the Travel Policy for BOE Members

Director Tsujii presented to the Board the resolution for the adoption of the travel policy for the Board of Elections Members pursuant to G.S. 163-82.25 and in accordance with Forsyth County’s travel policy as instituted by the Forsyth County Finance Department at the time of travel. Secretary Doomy moved to approve the travel policy as submitted; Member Harvey seconded. **Motion carried unanimously.**

Adoption of Resolution of the Contract Agreement for Computer Rentals

Deputy Director Michelle Bobadilla presented to the Board the resolution for the adoption of the agreement between the Forsyth County Board of Elections and Electro Rent Corporation DBA Rush Computer Rentals for laptop rentals. This will be a one-year agreement to expire on June 30, 2024 and an amount not to exceed \$22,949.00. Vice Chair Jourdan moved to approve the contract agreement as submitted; Member Draper seconded. **Motion carried unanimously.**

Adoption of Resolution of the Contract Agreement for Equipment Delivery Services

Deputy Director Michelle Bobadilla presented to the Board the resolution for the adoption of the agreement between the Forsyth County Board of Elections and All My Sons of Greensboro, LLC to provide election equipment delivery. This will be a one-year agreement to expire on June 30, 2024 and an amount not to exceed \$28,671.00. Member Draper moved to approve the contract agreement as submitted; Secretary Doomy seconded. **Motion carried unanimously.**

Approval of the Off-Site Voter ID Making Policy

Director Tsujii presented to the Board the Forsyth County Board of Elections Off-Site Voter ID Making Policy pursuant to G.S. 163-82.8A. Vice Chair Jourdan moved to approve the Voter ID Making Policy; Member Harvey seconded. **Motion carried unanimously.**

Closed Session (if necessary)

Adjournment

Secretary Doomy moved to adjourn; Chairman Durrah seconded. **Motion carried unanimously.** Meeting adjourned at 6:31 p.m.

Approved:

s:/Robert L. Durrah, Jr.

Chairperson

s:/Catherine Jourdan

Vice Chair

s:/Alfred Harvey

Member

s:/Adam Draper

Member