

**MADISON COUNTY BOARD OF ELECTIONS
REGULAR SESSION
Board of Elections Conference Room
Wednesday, January 8, 2014
4:30 P.M.**

MINUTES

CALL TO ORDER

Chairman Andy Gibson called the meeting of the Madison County Board of Elections to order at 4:30 P.M. at the Board of Elections Office Conference Room. Board and staff members in attendance were Andy Gibson, Chairman; Dyatt Smathers, Secretary; Jerry Wallin, Member; Shirley Ponder, Deputy Director; and Kathy Ray, Director.

AGENDA

Moved, Seconded (AG, DS) and Carried (3,0) to add a closed personnel session to the agenda.

The Director asked to add a discussion regarding requests for the director to conduct voter education sessions for the public.

APPROVAL OF MINUTES

Moved, Seconded (DS, JW) and Carried (3,0) to approve the meeting minutes from both the December 11, 2013 and December 23, 2013 meetings.

CHAIRMAN'S REPORT

Chairman Gibson indicated that good information was presented at the December 2013 State Board of Elections training.

MEMBERS' REPORT

Secretary Smathers remarked that the State Board of Elections training was a good meeting and very professional.

DIRECTOR'S REPORT

The December 31, 2013 Budget Revenue and Expenditure Report was presented for review.

All municipalities have reimbursed the county for municipal election services.

The Precinct Boundary Verification Project and voter re-assignments will be completed by the State Board of Elections deadline of January 10, 2014.

NEW BUSINESS

Moved, Seconded (DS, JW) and Carried (3,0) to adopt the plan as amended for 2014 primary election staff.

The Director reported that the 90 day notice letter will be going out to party chairmen to begin the search for poll worker assistants.

The Director asked the board to consider changing the process for opening the iVotronic machines on Election Day. Under the proposed process, election officials would “unlock” the machines as opposed to “opening” the machines. **The Board tabled the discussion until the February 2014 meeting.**

The Director presented a draft job description for the temporary office assistant. She asked that the description be amended to reflect the requirement for a drug test and criminal background check. The Board agreed to require the drug test since that was all that was required in the past.

OLD BUSINESS

No recommendations have been made by the party chairs regarding the replacement appointments of a Republican Judge for the Sandy Mush Precinct or the Democratic Judge for the North Marshall Precinct.

Additional one-stop sites will be located at Mars Hill Town Hall and Marshall Community Center Room A.

CLOSED SESSION

Moved, Seconded (DS, AG) and Carried (3,0) to go into closed session.

Moved, Seconded (DS, AG) and Carried (3,0) to return to regular session.

PERSONNEL

Moved, Seconded (DS, AG) and Carried (2,0) to employ Donnie Roberts for the part-time office assistant position. (JW) opposed the motion.

Moved (JW) with no second to employ Jacob Ray for the part-time office assistant position.

ANNOUNCEMENTS

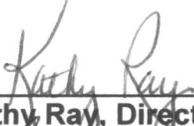
Next Regular Meeting: Wednesday, February 12, 2014.

PUBLIC COMMENT

No Comments

ADJOURNMENT

Moved, Seconded (DS, AG) and Carried (3,0) to adjourn at 5:45 P.M.



Kathy Ray, Director



Dyatt Smathers, Secretary



Andy Gibson, Chairman