

**MADISON COUNTY BOARD OF ELECTIONS**  
**REGULAR/ABSENTEE SESSION**  
**Board of Elections Conference Room**  
**December 10, 2014**  
**3:00 P.M.**

**MINUTES**

CALL TO ORDER

Chairman Smathers called the meeting of the Madison County Board of Elections to order at 3:05 p.m. In attendance were Chairman Dyatt Smathers; Secretary Ray Lewis; Member Jerry Wallin; Shirley Ponder, Deputy Director; and Kathy Ray, Director.

AGENDA

Chairman Smathers requested to add to the agenda a closed session for a personnel items following the Members' Reports and a discussion of General Statutes 163-128 (Election Places Established or Altered) under New Business.

**Moved, Seconded (RL, JW) and Carried (3,0) to approve the agenda as amended.**

APPROVAL OF MINUTES

**Moved, Seconded (RL, JW) and Carried (3,0) to approve the meeting minutes of November 3 (Absentee Session), November 4 (Absentee Session), November 12 (Absentee/Regular Session), and November 14 (CANVASS Session).**

CHAIRMAN'S REPORT

Chairman Smathers commented that the State Board of Elections Conference was very good. The Presidential Primary was talked about the most. South Carolina's Presidential Primary will drive the Presidential Primary date for North Carolina. There will be a minimum of four elections and the possibility of six in 2016.

State Board of Elections General Counsel Don Wright is retiring in February. He will continue to privately practice pro re nata for county Boards of Elections at a rate of \$145.00 per hour.

MEMBERS' REPORTS

Secretary Lewis added that the conference was very information and how much he enjoyed it.

Member Wallin indicated that he could not attend the conference due to a death in the community and contacted the hotel on Saturday evening to inform it that he would not be occupying the room. The Director will work with the hotel regarding the cancellation of the room and any potential charges.

#### PERSONNEL

**Moved, Seconded (RL, JW) and Carried (3,0) to move into a closed session for a personnel item.**

**Moved, Seconded (JW, RL) and Carried (3,0) to return to regular session.**

**Moved, Seconded (RL, JW) and Carried (3,0) to approve a 1 percent increase above and beyond the county approved 2 percent increase, retroactive to July 1, 2014, for the hourly rate of pay for Deputy Director Shirley Ponder.**

**Moved, Seconded (RL, JW) and Carried (3,0) to amend the aforementioned approved motion to a 3 percent increase above and beyond the county approved 2 percent increase, retroactive to July 1, 2014, for the hourly rate of pay for Deputy Director Shirley Ponder.**

The Director will check with the Finance Officer regarding the proper procedure for processing the aforementioned salary increase.

#### DIRECTOR'S REPORT

The budget report for November 30, 2014 was presented for review. The Director informed the Board that the county commissioners do not allow any shifting of funds for any line items above 4170.1890 without special permission from the commissioners.

There will be a spring State Board of Elections Conference that will require funds and potential budget amendments.

#### NEW BUSINESS

Discussion ensued regarding the amount of time office staff expends and the current fee schedule for formatting and printing requested reports and voter labels. Member Wallin suggested the Board of Elections employ a part-time staff person to conduct the necessary research, compile the data, and format the requested reports.

**Moved, Seconded (DS, RL) and Carried (3,0) to maintain the current fees for printing voter lists and reports for the public.**

The Director presented the ES&S quotes for the new voting systems' equipment. The contract will be sent to County Attorney Laws for review and amendments if necessary. The new quote and contract are based upon actual needed equipment as per discussions with the State Board of Elections and ES&S. The former quote that was sent by ES&S was based upon the number of precincts within the

county. Discussion ensued regarding the cost to purchase the BOD Balotar equipment vs. a five-year lease. Once the county attorney approves the wording of the contracts, the BOE will review them once more for final approval, and send the documents on to the County Commissioner Chairman for proper execution.

Discussion ensued regarding General Statute 163-128 and the possibility of combining precincts on Election Day. Chairman Smathers indicated that the NCSBOE Conference presented information and discussion regarding the combining of precincts, and this was the optimal time to give consideration to the issue given the scarcity of elections this coming year and having ample time to conduct the necessary public relations and notification prior to the next busy election cycle.

The Director informed the Board that transferring voters from one precinct to another for voting purposes is already a Board of Elections practice during Municipal Elections for the Towns of Marshall and Mars Hill. The transfer of voters to another precinct for voting purposes is accomplished by a Board Resolution to transfer voters for voting purposes and must have State Board of Elections approval. The Board asked the Director to project the cost savings to the county for combining precincts and to make inquiry regarding the possibility of coding a DS200 voting machine for more than one Election Day precinct.

Discussion ensued regarding the reduction of county one-stop sites. The Director informed the Board that the State Board of Elections will roll out the process and timeline for presenting the one-stop plan for the 2016 elections. Plans that include reductions in one-stop sites and/or hours will have to include supporting data and be approved by the State Board of Elections. The Chairman asked the Deputy Director to locate the information presented at the SBOE Conference regarding the percentage of voters using one-stop voting across recent elections.

Discussion ensued regarding the Town of Mars Hill one-stop site. Staff and voters commented during one-stop voting that the room is too small and unpleasant. Establishing and enforcing the buffer zone was also problematic. Chairman Smathers suggested the Board and Director make an appointment ASAP with the Mars Hill Library to visit, take pictures, and discuss its potential as a one-stop voting site.

#### OTHER MATTERS

No other matters were presented.

#### CITIZENS COMMENTS

No members of the public were present at the meeting.

#### ANNOUNCEMENTS

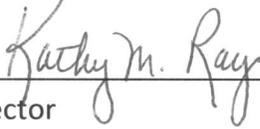
During the winter months, if the Board of Elections office is closed due to inclement weather on a regularly scheduled meeting day, the scheduled meeting will be noticed and held at the regularly scheduled time, one week later.

ADJOURNMENT

Moved, Seconded (RL, JW) and Carried (3,0) to adjourn at 4:55 P.M.

  
Chairman

  
Secretary

  
Director