

**MADISON COUNTY BOARD OF ELECTIONS  
REGULAR SESSION  
Board of Elections Conference Room  
January 14, 2015  
3:00 P.M.**

**MINUTES**

CALL TO ORDER

Chairman Smathers called the meeting of the Madison County Board of Elections to order at 3:00 p.m. at the Board of Elections Office Conference Room. In attendance were Dyatt Smathers, Chairman; Ray Lewis, Secretary; Jerry Wallin, Member; Shirley Ponder, Deputy Director; and Kathy Ray, Director.

AGENDA

Director Ray requested the agenda be amended to add under "Other Matters" a visit to a Mars Hill University political science class for a discussion of HB 589, to combine under "New Business" the items "Printing Media for Voter Lists" and "Voter Registration / Data Requests", and to add to the "Director's Report" an update on the "DS200 Voting Equipment Contract and Purchase".

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

APPROVAL OF MINUTES

**Moved, Seconded (RL, JW) and Carried (3,0) to approve the meeting minutes of December 10, 2014 (Regular Session) and December 22, 2014 (Special Meeting).**

Chairman Smathers summarized the December 22<sup>nd</sup> special meeting for members of the public present at the meeting. The December 22<sup>nd</sup> meeting was held at Mars Hill Public Library to discuss its potential as a polling place for one-stop voting and municipal elections.

CHAIRMAN'S REPORT

Chairman Smathers commented that the 2015 year will be filled with activity surrounding the purchase of the new voting equipment and preparations for the November municipal elections and the 2016 Presidential election year.

He further commented that all feedback had been positive regarding the Board's decision to utilize the Mars Hill Public Library for one-stop voting and municipal elections.

MEMBERS' REPORT

Member Wallin commented that he was appreciative of the opportunity to utilize the Mars Hill Public Library.

Secretary Lewis concurred with Member Wallin's comment regarding the use of the Mars Hill Public Library.

DIRECTOR'S REPORT

The budget report for December 31, 2014 was presented for review. The report captures the expenditures from the 2014 General Election.

Discussion ensued regarding the maintenance agreement for election equipment and software and anticipated postage fees from the postage meter.

Discussion ensued regarding the submission of the appropriate paperwork for the Board approved increase in the Deputy Director's salary.

The increased water bill at the Marshall Community Center was due to a defective flush valve on the restroom toilet.

The county's inclement weather policy has changed. The expectation is that the county offices will be open for business. Only in the most extreme circumstance will the county manager call for offices to be closed. Staff that must miss work due to unsafe conditions will be expected to use personal leave for the time missed.

The county attorney is reviewing the contract for the new voting equipment.

### NEW BUSINESS

Discussion ensued regarding the purchase of the Ballot on Demand voting equipment.

**Moved, Seconded (DS, RL) and Carried (3,0) to eliminate Ballot on Demand because it is cost prohibitive for the county.**

Discussion ensued regarding the printing of voter lists and data requests. The item was tabled until the February meeting. The Chairman asked the Director to craft a simple policy for printing media for the Board to consider and approve.

The Director presented the State Board's ADA Polling Place Survey and Checklist. The document must be completed and submitted to the SBOE for all new polling locations and for all polling places prior to each Presidential election.

Discussion ensued regarding the Board members' compensation.

**Moved, Seconded (DS, JW) and Carried (3,0) to reinstate the Board members' compensation to \$300 per month.** The Director informed the Board that sufficient funds exist in the budget to reinstate the compensation.

Discussion ensued regarding the budget proposal for 2015-2016. The Director informed that a draft budget proposal will be presented to the Board at the February 11<sup>th</sup> meeting. The proposal will include funds for the municipal elections, a presidential preference primary, a primary, and a potential second primary if no federal office is included. The draft budget proposal will include a request for an additional part-time office staff position. Board members will be provided with a brief survey / summary of the numbers of office staff and one-stop sites of comparable counties. A decision will be made in February as to whether the Board will include the request for additional office staff in the budget proposal.

Discussion ensued regarding the numbers of voters at the Marshall Community Center one-stop site. Statistics show that twice as many South Marshall Precinct voters voted at the Board of Elections one-stop site than at their home precinct (South Marshall Precinct) one-stop site.

Chairman Smathers commented on the progress made toward resolving the safety/security issues brought to the Board by concerned voters and elections staff related to the South Marshall Precinct polling location at the Marshall Community Center.

Discussion ensued regarding the Precinct Verification Project and the GIS precinct mapping of Sylvia English in the Beech Glen Precinct.

**Moved, Seconded (DS, JW) and Carried (3,0) that the Board concurs with 911 address mapping and placement of Sylvia English in the Ebbs Chapel Precinct for voting purposes.**

**Moved, Seconded (RL, JW) and Carried (3,0) to give the Director the authority to barter excess voting equipment accessories that will not be needed with the new voting equipment.**

#### OTHER MATTERS

Discussion ensued regarding a request for the Director to visit former legislator Ray Rapp's political science class at Mars Hill University on February 10, 2015 at noon for a discussion of HB 589. Board members expressed interest in also attending the session.

#### CITIZENS COMMENT

Citizen Carolyn Davis expressed interest in the cost for staff per early voting site and concern about closing early voting sites. Additionally, she asked how the public can help to get the word out regarding the requirement for photo ID in 2016.

Citizen Peter Orthmann commented he was impressed with the amount of business the Board of Elections conducts during its meetings and for so little compensation. He also commented that he was impressed with the time the Board of Elections staff devotes to individual voter's needs.

#### ANNOUNCEMENTS

The State Board of Elections spring conference is in March in Winston-Salem. All Board members plan to attend.

#### ADJOURNMENT

**Moved, Seconded (JW, RL) and Carried (3,0) to adjourn at 5:05 P.M.**

  
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Kathy Ray, Director

  
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Ray Lewis, Secretary

  
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Dyatt Smathers, Chairman