



Madison County Board of Elections

5707 US Hwy 25-70 Marshall, North Carolina 28753

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Dyatt F. Smathers, Chairman
Ray Lewis, Secretary
Jery R. Wallin, Member

Kathy M. Ray, Director
Donald Wade Gahagan II, Deputy Director

September 7, 2016

To: All Precinct Chief Judges and Judges
Re: 2016 General Election Training

Dear Precinct Judges,

The live trainings for the November 8th, 2016 General Election will be conducted at the AB Tech Madison Campus Auditorium, 4646 US Hwy 25-70, Marshall, NC 28753 on Saturdays, October 8th and 15th, 2016 from 8:30 AM until 4:30 PM. All judges should plan to attend both training dates as the second Saturday will be a continuation of the first and cover different topics. We may not need two full days, but we will begin by scheduling this way and hope for an earlier dismissal.

This election will be extremely busy and demanding for all of us. Once again, we have packed agendas that include important and significant changes to voter laws, procedures, and forms. It is very important that you attend the scheduled training sessions. Any make up training sessions will depend upon our availability here at the office, and we want you to be prepared.

Poll worker assistants will be notified in a separate mailing of the sessions they need to attend. If you are asked about trainings for assistants, please inform them that I will notify assistants directly about the trainings they are to attend once party chairs have made their poll worker assistant recommendations and the Board has approved them.

There will be an additional training day for all one-stop staff on Monday, October 17, 2016 from 8:30 a.m. until 4:30 p.m. at the Board of Elections Office, Room 26. One-stop staff will be notified in a separate communication as soon as the Board approves the staff and site assignments at the September 14th meeting.

Please note that there will be no refreshments other than the vending machines at the training site so plan to have you breakfast and coffee prior to the trainings, and remember that food and drinks are not allowed in the auditorium. Lunch will be on your own from 11:30 a.m. until 1:00 p.m. You will be paid \$10.00 per hour for actual training hours and reimbursed for your lunch. Receipts will be required for reimbursement so be sure you turn them in at the end of the training day along with payroll forms.

Training materials and agendas will be posted on the Board of Elections website behind the link to *Poll Worker Training* as we receive them from the State Board of

Elections and as we create any needed local materials that we can post. We will continue to utilize email for those of you that have one as well as the United States Postal Service and phone to try to keep you informed. Remember to check your mail, the website, and/or voice and email messages frequently for information and/or updates.

Please contact the Board of Elections as soon as possible if you cannot serve as a precinct judge on Election Day, Tuesday, November 8th, 2016.

Again, I extend my gratitude, appreciation, and sincere respect for your willingness to serve as an election official. Please do not hesitate to contact me at 828-649-3731, 828-230-3389, or kathyray@madisoncountync.org if you need assistance, have questions or concerns, or wish to provide input into the role of a precinct judge.

Looking forward to working with you again,

Kathy