

MINUTES
TRANSYLVANIA COUNTY BOARD OF ELECTIONS
December 06, 2018

The Transylvania County Board of Elections met to conduct business on Thursday, December 06, 2018 at 10:00AM in the office of the Board, 150 South Gaston Street, Brevard, Chairman David P. Morrow presiding. Others present were Vice Chairman Sara G. Champion, Secretary Pam Dashiell, Member Lee McMinn and Deputy Director Laura Owen.

Chairman Morrow called the meeting to order. He made the motion to add other business as number 4 to the agenda. Vice Chairman Sara Champion made a motion to approve; seconded by Secretary Pam Dashiell.

Deputy Owen presented the Board with the minutes from September 21, 2018, September 25, 2018, October 4, 2018, October 16, 2018 and October 23, 2018 to approve. Vice Chairman Sara Champion made a motion to approve; seconded by Member Lee McMinn.

The next item on the agenda was Board Schedule for 2019. Scheduled monthly Board Meetings will be held on the first Thursday of each month beginning at 10:00AM. This is the current plan. Vice Chairman Sara Champion made a motion to have Board Meetings on the first Thursday of each month at 10:00AM. Secretary Pam Dashiell seconded. Board Meeting Schedule for 2019 is attached.

Board Members were given a copy of 2018 General Election Lessons Learned prepared by Interim Director Jeff Storey and Deputy Director Laura Owen. Curbside envelopes and the voting process was discussed. In upcoming Elections we will use envelopes with an adhesive tab. The Board discussed Absentee Voting by Mail and the need to simplify verbage on the instruction sheet mailed to voters. A simplified letter to mail to absentee voters, separate from the State instruction sheet was discussed during the meeting. Also the expectation to receive more direction from SBOE in the future.

In other business, Chairman Morrow made the motion to write a letter to the State Board and Director Kim Strach recommending Interim Director Jeff Storey be appointed as Director of Elections. A letter was drafted by Board Members. The letter, and Jeff Storey's resume and cover letter were emailed to the State Board and Director Strach due to time constraints with the State Board. A hard copy was mailed to Director Strach on December 6, 2018.

There was no further business for the Board's consideration. Vice Chairman Sara Champion made a motion for the meeting to be adjourned, seconded by Lee McMinn. The motion passed. The meeting was adjourned at 11:10AM.

Respectfully submitted,



Lee McMinn, Secretary


Sara G. Champion, Chair
David P. Morrow, Vice-Chair
Pam Dashiell, Member
Michael Wainwright, Member

Approved by Board on: 24 FEB 2019