

**TRANSYLVANIA COUNTY BOARD OF ELECTIONS**  
**MEETING MINUTES**  
**MAY 7, 2020**

The scheduled meeting of the Transylvania County Board of Elections was called to order by Chair Champion at 10 am on Thursday, May 7, 2020 at 150 South Gaston Street, Brevard, NC 28712.

**Present**

**Board Members:**

**Staff Members:**

---

Chair: Sara Champion  
Secretary: Lee McMinn  
David Morrow  
Pam Dashiell  
Michael Wainwright\*

Director: Jeff Storey  
Deputy Director: Laura Owen  
Deputy Director: Bria Bailey

\* Remotely via Zoom

Visitors: Kathleen Barnes\*

**Review and Approval of Previous Minutes**

**Secretary McMinn made a motion to approve the minutes from the January 2, 2020 board meetings through April 9, 2020. The motion carried unanimously.**

**Board Meeting Schedule for June**

The director asked the board if they wanted to cancel the June 4 regular meeting due to the absentee meeting scheduled on June 2. It was also suggested moving the provisional / supplemental meeting to the regular meeting on July 2 instead of before Canvass. **Secretary McMinn moved to approve the modified absentee schedule as presented. The motion unanimously carried.**

**Precinct official appointments for Run-off**

Director Storey updated the board on staffing the precincts for the run-off election. There is still a need for a Democratic Judge in the Little River and Rosman precincts. Democratic Chair Julia Kennerly has been notified and is seeking replacements. The director indicated there are two precincts where there may be a majority out of precinct without further intervention. **Secretary McMinn made a motion to accept out of precinct workers and unaffiliated workers as needed to fill urgent / emergency vacancies for the 2<sup>nd</sup> primary. The motion carried unanimously. Secretary McMinn moved to appoint the precinct officials as presented in the Brevard #1, Brevard #4, Cathey's Creek, Cedar Mountain, Dunn's Rock, Pisgah Forest, Rosman Eastatoe, TC7, and Williamson Creek precincts. The motion unanimously carried.**

## **DIRECTOR UPDATES**

### **Commissioner Vacancy**

Director Storey updated the board on the procedures for filling Commissioner Cathey's seat and asked if there were any further questions. There was no further discussion.

### **COVID-19**

The director indicated pre-printed ballot stock has been ordered for the 2nd primary and has been received. The anticipated increase in absentee requests led to ordering folded pre-printed stock for absentee by mail also. Shield guards have been ordered for the runoff election to protect precinct workers. The State Board has ordered COVID-19 supplies for District 11 counties and should be delivered shortly. There will be a numbered memo forthcoming for COVID-19 related protocols and uniformity with signature verification on absentee ballots. There will also be guidance delivered on the upcoming soil and water filing period.

### **Budget**

Director Storey stated the meeting with the county manager was uneventful. Follow-up questions were asked regarding line items in hardware and software maintenance. The director indicated the money is allocated for voting equipment licensing and maintenance. No further discussion has taken place.

### **General Election – Early Voting Sites**

The board was briefed on preparations for the general election. The director said the board may need to consider additional sites for early voting due to social distancing concerns. Suggestions included the library, recreation center, and Rosman Town Hall.

Secretary McMinn asked about the early voting procedures for the congressional runoff. The director stated it will remain in the lobby with social distancing requirements in effect. It is anticipated in-person turnout will be light based on previous run-off elections and the current pandemic situation. Preparations include a possibility of increased curbside voting with an additional one stop worker during peak hours at the door.

### **Webinar Notes**

The director informed the board the COVID-19 relief passed by the legislature did not include elections. The State Board Executive Director indicated that will be a separate bill the legislature will consider. It was reiterated that existing election costs would not be eligible for the 2020 CARES Act grant. The money is additional COVID-19 related costs.

Director Storey mentioned there is pending litigation at the state level regarding absentee by mail procedures and that the State Board will keep counties updated.

The State Board of Elections has launched a new Learning Management System (LMS) that includes election related training for county boards and staff. Emails will be sent out to register for an account. The director mentioned there is another round of Security Mentor training as well.


**Public Comments**

Ms. Barnes asked if there will be a replacement for the vacant US House of Representatives seat. Mr. Wainwright responded there is no appointment of a vacant US House seat and there would have to be an election.

There were no further comments.

**On a motion by Chair Champion, the meeting was adjourned at 10:38 am.** The next scheduled meeting will be at 5 pm on June 2, 2020, at 150 South Gaston Street, Brevard, NC 28712.

Respectfully submitted,



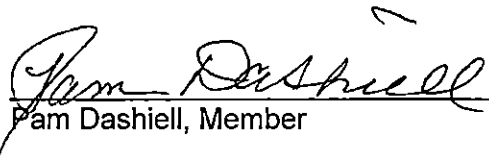
Lee McMinn, Secretary



Sara G. Champion, Chair



David P. Morrow, Member



Pam Dashiell, Member

Michael Wainwright, Member

Approved by Board on: 6/2/2020