

TRANSYLVANIA COUNTY BOARD OF ELECTIONS
MEETING MINUTES
July 20, 2021

The scheduled meeting of the Transylvania County Board of Elections was called to order by Chair Champion at 12 pm on Tuesday, July 20, 2021, at 150 South Gaston Street, Brevard, NC 28712.

Present	
Board Members:	Staff Members:
Chair: Sara Champion	Director: Jeff Storey
Secretary: Lee McMinn	Deputy Director: Laura Owen
Michael Wainwright	Deputy Director: Julie Dennis
Sandra Watson	
Wendy Warwick	

Visitors: Kristi Brown, Virginia Pendergrass, Barb Jackson, Jeff Brewer, Liz Davis, Bernie Groseclose, Sam Edney, David Morrow, Fred Morse, Richard Warwick, Julia Kennerly

Board Oaths & Organization

Clerk of Court Kristi Brown administered the oaths to board chair Sara Champion, board members Lee McMinn, Michael Wainwright, Sandy Watson, and Wendy Warwick. The board proceeded to organize. **Michael Wainwright made a motion to nominate Lee McMinn as Secretary. The motion carried unanimously. Chair Champion made a motion to delegate recording the minutes to staff. The motion carried unanimously.**

Review and Approval of Previous Minutes

The board was presented with the minutes from the previous meeting. **Secretary McMinn made a motion to approve the board meeting minutes for June 10, 2021. The motion carried unanimously.**

Review of Director Duties & Responsibilities

The board was presented with the current duties and responsibilities for the elections director. Upon review, the board unanimously agreed no changes would be necessary to the document.

Early Voting Site for the Municipal Election

The director informed the board the one stop implementation plan will be due at the end of August for the Municipal Election. Typically, early voting for municipal elections are held in the Election Center lobby, but the board should consider moving it to the large conference room based on the number of candidates on the ballot.

DIRECTOR UPDATES

Director Storey presented the current calendar of events for the Municipal Election and asked the board to review the regular meeting schedule. **On a motion by Secretary McMinn, the board unanimously approved keeping regular meetings on the second Thursday of each month.** The director indicated the canvass date has changed to November 9, 2021 and asked the board if they wished to schedule the provisional meeting. **Secretary McMinn made a motion to amend the schedule to hold the provisional meeting on November 8, 2021 at 10:00 AM. The motion carried unanimously.** Director Storey indicated precinct judge appointments will be held on August 17 per G.S. § 163-41(a). **The board elected to keep the regular meeting on August 12 to go over the early voting plan and add August 17 to appoint judges.**

Director Storey gave the board an agenda for the State Board of Elections virtual conference to begin on August 2, 2021. New board members are required to attend, and the director indicated the Election Center training room will be available to stream the conference.

The director indicated legislative and legal updates will be made at the conference in August. Chair Champion asked if potential rulings on photo id would affect the elections this year. Based on the feedback from the state, the director indicated not as there are several unresolved cases regarding photo id.

Director Storey mentioned State Board of Elections officials will be onsite next month to conduct a county wellness check. This is a program that ensures all 100 counties are in compliance with state laws and procedures. It is also an opportunity for the State Board to provide feedback to directors and recommend best practices.

The director informed the board preventative maintenance has been performed on all election equipment by the vendor and is conducted each year per maintenance agreements required by the State Board.

East Fork Precinct Workshop

Data was provided to the board to investigate options for the East Fork precinct. Demographics, driving distance, voter registration numbers, voter turnout, and census block data were used to start a preliminary draft recommendation that would split the East Fork precinct into surrounding precincts. The board also discussed alternative sites within the East Fork precinct. Secretary McMinn was concerned with using the East Fork Baptist Church during elections with heavily partisan ballot measures. The director indicated if a concerning item was on the ballot, the board could look at temporarily moving the location. Secretary McMinn felt that would be cumbersome and create an unresolved issue on the polling site location each election. Chair Champion asked to have public comments available at the next meeting before a decision is made. Mr. Groseclose, Ms. Davis, and Mr. Edney asked for copies of the maps used by the board and will gather input. Director Storey reviewed the process with the board regarding the steps needed if the decision was to dissolve the precinct. The board asked the director to begin drafting proposals for splitting the East Fork precinct into the surrounding Rosman, Dunn's Rock, and Cedar Mountain sites.

BOARD COMMENTS

Chair Champion asked if there were public comments. There were no further remarks.

On a motion by the chair, the meeting adjourned at 1:43 PM. The next scheduled meeting will be at noon on August 12, 2021, at 150 South Gaston Street, Brevard, NC 28712.

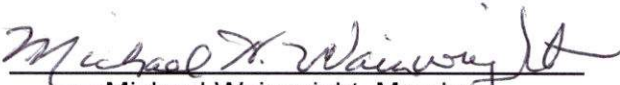
Respectfully submitted,



Lee McMinn, Secretary



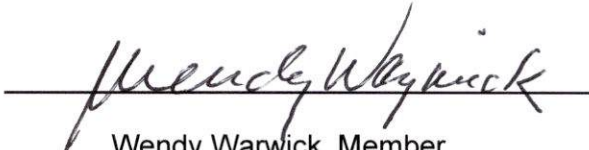
Sara G. Champion, Chair



Michael Wainwright, Member



Sandra E. Watson, Member



Wendy Warwick, Member

Approved by Board on: Aug 17, 2021