

## TRANSYLVANIA COUNTY BOARD OF ELECTIONS

### MEETING MINUTES

February 10, 2022

The scheduled meeting of the Transylvania County Board of Elections was called to order by Chair Champion at 10 AM on Thursday, February 10, 2022, at 150 South Gaston Street, Brevard, NC 28712.

#### Present

##### Board Members:

Chair: Sara Champion  
Secretary: Lee McMinn  
Sandra Watson  
Wendy Warwick

##### Staff Members:

Director: Jeff Storey  
Deputy Director: Laura Owen\*

\*Remotely via Zoom

Visitors: Judith West, Virginia Pendergrass, Barbara Jackson

#### Review and Approval of Agenda

Chair Champion asked the board to consider adding a closed session to the end of the meeting per G.S. § 143-318.11(6) to discuss personnel business. Secretary McMinn asked that Judith West be included pro forma in the closed session. **Member Warwick made a motion to add a closed session to the agenda and include Ms. West pro forma. The motion carried unanimously.**

#### Review and Approval of Previous Minutes

The board was presented with the minutes from the previous meeting. **Member Watson made a motion to approve the board meeting minutes for January 13, 2022. The motion carried unanimously.**

#### Precinct Official Appointments

Director Storey presented the board with additional recommendations from the local political parties for Election Day assistants. Secretary McMinn asked if Peter Chaveas needed to be appointed again since he was previously appointed. Director Storey indicated his last appointment was prior to July 2021 and he needed to be appointed for the current election cycle of July 2021 to June 2023. Ms. West asked about the Brevard #1 Chief Judge position. Director Storey indicated Fred Cantler has been recommended to replace Ms. West once she is appointed to the Board of Elections. Ms. Watson asked about the Brevard #4 judge. The director stated a Republican judge is still needed and the party has been notified. **Secretary McMinn made a motion to approve the recommended precinct officials as presented for Brevard #1, Brevard #3, Brevard #4, Boyd, Cathey's Creek, East Fork, Little River, Rosman Eastatoe, and TC7. The motion unanimously carried.**

## **FY 22-23 Budget Proposal**

Director Storey provided the board with the updated proposed budget for fiscal year 22-23. Secretary McMinn asked to add funding in contract labor for media services to develop for combating misinformation. Ms. West agreed and commented it should be a professional company. The director noted Henderson County did something similar and he will get estimates and add to the budget. Ms. Warwick asked several questions regarding various line items. The director provided explanations and identified expenses mandated by the state. The director explained the purpose of the ExpressVote printers to be used in early voting. Ms. Warwick asked about the process for the budget approval. Director Storey indicated he and the board chair meet each year with the county manager, finance director, and a county commissioner to answer any questions they may have regarding the budget request. **Secretary McMinn made a motion to approve the budget proposal as presented with modifications to include media services. The motion carried unanimously.**

## **DIRECTOR UPDATES**

Director Storey informed the board the conference originally scheduled for January has been moved to March 14-15 and will be virtual. The director registered board and staff members for the March conference and will have the training room available for board members who wish to attend in-person. There will be an in-person state conference around July 31 – August 2 with a location to be determined.

Redistricting court case is to be resolved by February 23 with candidate filing resuming on February 24. The director will provide updates as received.

The director mentioned we still need confirmation with Brevard College for the Brevard #4 precinct location.

## **BOARD COMMENTS**

Secretary McMinn mentioned the Mary C. Jenkins Community Center is nearing completion and suggested the board consider it as a precinct location. The director stated that several individuals have expressed interest in having a precinct there and it can be a topic for future consideration with a site visit.

The board asked if Ms. West would be appointed in March. The director indicated there a few counties with vacancies on the board including Buncombe county, but didn't have confirmation of when the State Board will make the appointment.

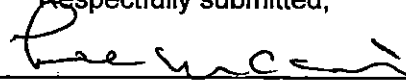
## **PUBLIC COMMENTS**

Chair Champion asked if there were any public comments prior to the board going into closed session. There were none.

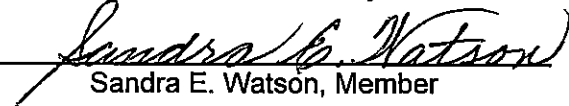
**On a motion by Chair Champion the board entered closed session per G.S. § 143-318.11(6) to discuss personnel business. The motion carried unanimously.** After meeting in closed session, Chair Champion reconvened the meeting in open session. The board deferred from taking any action until after the county commissioner's February 14 meeting has taken place.

On a motion by Member Watson, the meeting adjourned at 12:28 PM. The next scheduled meeting will be at 10:00 AM on March 10, 2022, at 150 South Gaston Street, Brevard, NC 28712 and via Zoom.

Respectfully submitted,



Lee McMinn, Secretary



Sandra E. Watson, Member



Sara G. Champion, Chair



Wendy Warwick, Member

vacant

Approved by Board on: 3/10/2022