

BOARD OF ELECTIONS

Ken Raymond
Chairman

Stuart Russell
Secretary

Fleming El-Amin
Member



Tim Tsujii
Director

Lamar Joyner
Deputy Director

FORSYTH COUNTY BOARD OF ELECTIONS

Meeting Minutes

May 17, 2016 – 5 p.m.

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Comments
5. Approval of Absentee Ballots
6. Precinct Officials
7. Equipment Testing
8. One-Stop Voting for General Election
9. Other Business
10. Approval of Minutes
11. Closed Session (If needed)
12. Adjournment

FORSYTH COUNTY BOARD OF ELECTIONS
Meeting Minutes
May 17, 2016 – 5 p.m.

Meeting Called to Order

A statutory meeting of the Forsyth County Board of Elections was called to order in the second floor meeting room on May 17, 2016. The meeting called to order at 5:00 p.m., Chairman Ken Raymond presiding.

Board Members in attendance: Chairman Ken Raymond, Secretary Stuart Russell, and Member Fleming El-Amin

Staff Members in attendance: Director Tim Tsujii, Deputy Director Lamar Joyner, Monica Gary, and Kimberly Stuck

Other Staff: No additional staff present

Pledge of Allegiance

Chairman Raymond led the pledge of allegiance.

Moment of Silence

Chairman Raymond led a moment of silence.

Public Comments

Chairman Raymond opened the public comment session; no speakers presented before the Board. Chairman Raymond motioned to close public comment session, Secretary Russell seconded; **Motion carried unanimously.**

Approval of Absentee Ballots

Ms. Gary provided an overview of Absentee ballots to date:

- 3,541 – Total Absentee Ballots mailed
- 3,325 – Civilian
 - 15 – Military
 - 62 – Overseas
- 139 – Voter Requests via mail, email, or fax

Ms. Gary recommended 338 for approval and 33 for disapproval that have been resent to gain signatures or other missing information. Member El-Amin inquired how long voters had to return the ballots with signature; Ms. Gary stated that the ballots that had been resent, the original ballots were spoiled and a new ballot was mailed out. The time to respond remains the same as all other Absentee voters. Chairman Raymond called for comments, none provided; Chairman Raymond moved to accept absentee recommendations; Member El-Amin motioned, Secretary Russell seconded; **Motion carried unanimously.**

Precinct Officials

Director Tsujii submitted a list of names to the Board for review and approval for replacement official positions at precincts which had vacancies prior to March 15, 2016. They substituted as

fill-ins and are being requested to be appointed for the duration of the term. Chairman Raymond called for questions, none provided; in addition, he stated that he appreciated those that stepped in, noting their service is appreciated. Member El-Amin shared Chairman Raymond's appreciation. Chairman Raymond motioned to accept the list of replacements, Secretary Russell seconded; **Motion carried unanimously.**

Equipment Testing

Mr. Tsujii deferred to Deputy Director Joyner for the results of the equipment testing. Mr. Joyner stated that all equipment for One-Stop and Election Day had been tested. Testing was done by Carlton Morgan, with Daryl Richie and Fred Falin assisting in the testing which followed scripts to ensure correct results. Mr. Joyner asked that each Board member sign the results for record keeping purposes. Chairman Raymond inquired if there were any issues or problems. Mr. Joyner stated that the tests ran smoothly. Chairman Raymond thanked Mr. Joyner.

One-Stop Voting for General Election

Director Tsujii provided the Board with spreadsheets to begin building an Early Voting schedule which needs to be presented to the State Board of Elections by June 29, 2016. Mr. Tsujii stated that he would like to have a plan by canvass and would like to take the opportunity provided during the upcoming Absentee meetings to devise a plan. Additionally, Mr. Tsujii informed the Board of the State Board's determination that no reduction in mandated hours would be considered due to the size of the election; advising that target hours would be 1,034 and that would require between 15 and 20 sites. Director Tsujii provided the sites and hours are at the Board's discretion; however, hours must be the same for all sites. Secretary Russell inquired about need for advanced planning; Mr. Tsujii stated first and foremost was notification of sites. Secretary Russell asked if there were any additional items needed in advance; Director Tsujii stated that a plan of implementation would also have to be submitted to the State by the deadline. Deputy Director Joyner provided a reminder to the Board regarding sites that had been previously discussed advising that those sites had received preliminary contact and potentially on their calendars. Mr. Joyner provided clarification to Secretary Russell's question regarding approximately 20 sites previously notified of potential use for the General Election. Member El-Amin requested Board have sites selected by June 14, 2016. Chairman Raymond called for additional questions, and moved forward to Other Business.

Other Business

Chairman Raymond inquired if there was any additional business to be discussed; none given.

Approval of Minutes

Secretary Russell after reviewing meeting minutes for March 22, 2016 and March 24, 2016 motioned to approved minutes as presented; Member El-Amin seconded; **Motion carried unanimously.**

Closed Session

Chairman Raymond inquired of any need for closed session; none provided.

Adjournment

Chairman Raymond motioned a vote to adjourn the meeting; **Voted carried unanimously.** Meeting adjourned at 5:15 p.m.

Approved:

Ken Raymond, Chair

Date

Stuart Russell, Secretary

Date

Fleming El-Amin, Member

Date