

BOARD OF ELECTIONS

J. Eric Elliott
CHAIR

Linda J. Sutton
SECRETARY

Jerry D. Jordan
MEMBER



Robert H. Coffman
Director of Elections

FORSYTH COUNTY BOARD OF ELECTIONS BOARD MEETING- JULY 17, 2007

Present: J. Eric Elliott, Chair
Linda J. Sutton, Secretary
Jerry D. Jordan, Member

Staff: Rob Coffman, Director of Elections
Pamela Johnson, Administrative Assistant

Guest: Terry Holbrook, Clerk of Superior Court

Call To Order

The meeting was called to order at 12:03 P.M.

Swearing In of Board Members

Terry Holbrook, Clerk of Superior Court, administered the oath to the Board Members, swearing in J. Eric Elliott, Linda J. Sutton and Jerry D. Jordan for the 2007-2009 term.

Election of Board of Elections Officers

Ms. Sutton moved to nominate Mr. Elliott as Chair of the Board of Elections. The motion passed unanimously and Mr. Elliott was elected as Chair. Mr. Jordan moved to nominate Ms. Sutton as Secretary. The motion passed unanimously and Ms. Sutton was elected as Secretary. Mr. Elliott moved to nominate Mr. Jordan as Member. The motion passed unanimously and Mr. Jordan was elected as Member.

The Board discussed the delegation of the Secretary duties. Ms. Sutton delegated the minutes to the Board of Elections Staff.

Approval of Minutes- May 8, 2007

The Board reviewed the minutes and recommended a few minor corrections. Ms. Sutton moved to approve the minutes with the minor corrections. The motion passed unanimously.

Board Review and Amendment of Delegated Director's Duties

The Board and Staff discussed the Delegated Directors Duties. Mr. Elliott suggested adding to Duty #2, after "any matters requiring the Board's attention," "especially communications from the State Board of Elections."

Mr. Elliott suggested adding to Duty #4 regarding precinct workers, "and awarding formal recognition for pollworkers who successfully complete their 2 year term of service."

Mr. Elliott suggested adding to Duty #14, after the word public, "maintaining a website for communicating to the public about the elections office and providing an online opportunity for the public to ask questions of the office."

Mr. Jordan moved to approve the Delegated Director's Duties with the changes as suggested by Mr. Elliott. The motion passed unanimously.

Director Update on Personnel Search

Mr. Coffman stated there were 2 positions open at the Board of Elections office, the Assistant Director position and an Equipment Tech position. He stated an offer has been made for the Assistant Director position, pending a background check. He stated applications were currently being reviewed for the Equipment Tech position. Mr. Elliott suggested putting the new hires in a press release.

Director Update On Electronic Pollbook Testing Process and Agreement With the State

Mr. Coffman stated there is an extension on the purchase of e-pollbooks to allow Forsyth County to reserve HAVA funds until 2009. He stated the problem with most counties is that their budgets for the 2007-2008 have already been completed and it is difficult to request funds to purchase e-pollbooks. He stated there would need to be requests for additional funds in next year's budget. Mr. Coffman stated the State Board of Elections is going to allow multiple vendors for the purchase of e-pollbooks. He stated that none of the equipment has been certified at this point.

Mr. Elliott stated he would like to request an e-pollbook demonstration for the next board meeting.

The Board and Staff discussed testing e-pollbooks at a few precincts in November, 2007.

Ms. Sutton moved to accept the HAVA funds for 2009 for the purchase of e-pollbooks. The motion passed unanimously and the Board

Members signed the necessary forms to reserve the HAVA grant for the purchase of the equipment.

Director Update on Pollworker Recognition and Recruitment Efforts

Mr. Coffman stated that pollworker recruitment was going well with the Democratic and Republican Parties. He stated the Board of Elections purchased lapel pins for precinct workers who completed their 2005-2007 term. He stated appreciation letters were mailed, along with the lapel pins.

Mr. Coffman stated the training dates have been established.

Update on November 2007 Election Filings, New One-Stop Procedures and Ballot Preparation Process

Mr. Coffman stated that filing will end on Friday, July 20, 2007, at noon. Mr. Coffman presented the Board with an example of the November ballot. The Board and Staff discussed the ballot. Mr. Coffman stated the ballot would be ready for Board approval at the next board meeting.

Other Business

The Board reviewed the new voter card. Mr. Elliott discussed volunteers for the KidsVote program.

The Board discussed the follow up with Prentiss Little regarding his appeal to the Board because of removal as a felon. The Board discussed getting a copy of the court documents.

The Board and Staff discussed the search for a new precinct location for precinct 808, County Club Fire Station. Mr. Coffman stated he is still searching for a location.

Adjournment

Ms. Sutton moved to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 12:55 PM.

s: J. Eric Elliott, Chair

s: Linda J. Sutton, Secretary

s: Jerry D. Jordan, Member