

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- MARCH 13, 2007

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

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

Call To Order

The Chair called the meeting to order at 4:01 P.M.

Approval of Minutes- February 13, 2007

Ms. Sutton moved to approve the minutes for February 13, 2007 and the motion passed unanimously.

Budget Process Discussion

Mr. Coffman presented the Board with the update version of the 2007-2008 budget. The budget now includes the employee salaries, including overtime for the 2008 Primary Election, and is ready for submittal to the Budget Department. Mr. Coffman stated the Budget Department will pass it along to the Manager's Office before going before the Board of Commissioners for final approval.

Review of Precinct Procedures from February 13 Meeting

Mr. Elliott stated that there were several items from the previous meeting he wanted to address. One item was the registration delay with the Department of Motor Vehicles (DMV). Mr. Coffman stated he talked with the State Board of Elections and was informed that on Monday, March 19, 2007, the DMV will be transmitting voter registrations electronically, eliminating the need for paper copies to be mailed to the county Boards of Elections. This will expedite the registration process.

Mr. Elliott stated there needs to be a more efficient way for the precinct officials to check off absentees in the pollbooks. The precinct officials often get the absentee lists on Election Day and have to check off the absentees during the hours the polls are open. This can be a time consuming task. Mr. Coffman stated the list could be printed

earlier to allow the precinct officials to check the names off the weekend prior to the election. Mr. Coffman stated that electronic pollbooks would eliminate the need for checking off names.

Mr. Elliott discussed an issue brought to him by several precinct officials regarding voters voting one stop or absentee and then trying to go to the polls on Election Day and vote as a way of testing the precinct officials and the Board of Elections. He stated the voters attempted to fault the precinct official for allowing the ballot to be issued. Mr. Elliott stated the responsibility is that of the voter and not of the precinct official and that by the voter attempting to vote twice, the voter is violating the law. He stated we should include postings for the precincts stating that any voter attempting to violate the law will be reported.

Ms. Sutton stated she received complaints from precinct officials at the Easton Elementary School precinct regarding a voter who brings a dog when he/she votes. The dog comes into the facility with the voter. Mr. Coffman stated there should be a custom posting for this facility stating no pets allowed in the facility.

Mr. Elliott stated he would like a letter drafted addressing these issues.

Public Comment Session

Mildred Strange, Chief Judge Precinct 304, 3819 Sawyer St., Winston-Salem, N.C. stated she could not get through to the Board of Elections on Election Day. Mr. Coffman stated there will be more staff answering phones in future elections.

John Hopkins, Chief Judge Precinct 032, 1635 Bright Leaf Road, Pfafftown, N.C. stated the precinct officials should be offered the option of receiving information and correspondence via email. He stated many precinct officials use email and it would save postage.

Review of Current Communication Outlet and Public Schedules and Discussion of Improvements regarding Communications Practice

Mr. Elliott stated he wants to post meetings for the rest of the year, including mandatory absentee meetings. He also stated he would like to have the May 8, 2007 Board Meeting at 7:00 P.M. since it will focus on precinct official recruiting. He asked Mr. Coffman to try and reserve the meeting room on the 4th floor since it is larger.

Mr. Elliott discussed phone greeting changes. He stated he would like route calls to specific numbers according to the nature of the call, such as a number for the media, a number for the State Board of Elections, as well as numbers for other categories. Mr. Coffman stated he recently

changed the phone system so that calls made during office hours are directed to a person. This alleviates callers having to go through a long automated message.

Mr. Elliott stated he would like to send out newsletters to precinct officials 2 times per year, possibly in February and August. He stated the newsletter can list the Board Meeting schedules as well as other useful information.

Mr. Elliott discussed a list of changes and updates for the website. He made suggestions for changes or updates to various areas, including information regarding felons. Mr. Elliott suggested adding a link for downloading the free Adobe software since many of the items on the website require it. He gave Mr. Coffman a list of the items to be changed and updated.

Mr. Elliott stated he would like to purchase an ad in the Winston-Salem Journal for the May 8, 2007 Board Meeting and include our website address in the ad.

Other Business

Mr. Coffman introduced Cari Thill to the Board. She is a new employee and will be handling voter registration.

Executive Session

Mr. Elliott stated the Board needed to go into Executive Session for the purpose of discussing personnel matters. Ms. Sutton moved to go into Executive Session. The motion passed unanimously and the Executive Session began at 5:07 P.M.

The Board reconvened at 5:22 P.M.

Adjournment

Mr. Jordan moved to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 5:23 P.M.

s:/ J. Eric Elliott, Chair

s:/ Linda J. Sutton, Secretary

s:/ Jerry D. Jordan, Member