



FORSYTH COUNTY BOARD OF ELECTIONS

Board Meeting

Agenda

July 18, 2023 – 12:00 p.m.

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Oath of Office
5. Election of Officers (Vice Chair/Secretary)
- Recess-----
6. Approval of Meeting Minutes
7. Approval of Board Compensation
8. Approval of Duties of the Director
9. Approval of Resolution for Public Comments Policy
10. Approval of Resolution for Remote Participation Policy
11. Approval of Board Meeting Dates & Times
12. Approval of Fee Schedules
13. Presentation of Polling Place Change for Precinct 604
14. Approval of Resolution for Electioneering Designation Rules for The Mary Warren Community Center
15. Adoption of Resolution for Contract on Ballot Printing Services
16. Approval of Early Voting Plan for the October 10, 2023, High Point Primary Election and the November 7, 2023 Municipal Election
17. 2023 Municipal Elections Information
18. Other Business
19. Public Comments
20. Closed Session (if necessary)
21. Adjournment

FORSYTH COUNTY BOARD OF ELECTIONS

Meeting Minutes

July 18, 2023 – 12:00 p.m.

Meeting Called to Order

A meeting of the Forsyth County Board of Elections was called to order in the 4th Floor Multipurpose Room on Tuesday, July 18, 2023 at **12:03 PM**, Chairperson Robert Durrah, Jr. presiding.

Board Members in attendance: Chairperson Robert Durrah, Jr., Secretary Catherine Jourdan, Member Chad Doomy, Member Alfred Harvey, Member Adam Draper

Staff Members in attendance: Director Tim Tsujii, Deputy Director Michelle Bobadilla, Tricia Starkey, Adam Clark, Carma Buchanan

Others in attendance: Forsyth County Clerk of Court, Denise Hines

Pledge of Allegiance

Chairperson Robert Durrah led the Pledge of Allegiance.

Moment of Silence

Chairperson Robert Durrah led a moment of silence.

Oath of Office

Forsyth County Board of Elections Board Members were sworn or affirmed into office before the Forsyth County Clerk of Court, Denise Hines.

Election of Officers (Vice Chair/Secretary)

Member Harvey nominated Secretary Jourdan as Vice Chair; Member Doomy seconded. **Motion carried unanimously.**

Vice Chair Jourdan nominated Member Doomy as Secretary; Member Draper seconded. **Motion carried unanimously.**

Board Recess

Chairperson Durrah called for the Board to recess at **12:11 PM**

Board Reconvene

Chairperson Durrah called for the Board to reconvene at **12:33 PM**

Approval of Meeting Minutes

Member Harvey moved to approve the meeting minutes with revisions for June 15, 2023 as submitted; Member Draper seconded. **Motion carried unanimously.**

Vice Chair Jourdan moved to approve the meeting minutes for June 30, 2023 as submitted; Chairperson Durrah seconded. **Motion carried unanimously.**

Approval of Board Compensation

Director Tim Tsujii presented the Board with the current Board compensation of \$245 per month. Secretary Doomy moved to approve the Board compensation as presented; Member Harvey seconded. **Motion carried unanimously.**

Approval of Duties of the Director

Director Tsujii presented the Duties of the Director to the Board for review and approval. Secretary Doomy moved to approve the Duties of the Director as submitted; Member Harvey seconded. **Motion carried unanimously.**

Approval of Resolution for Public Comments Policy

Board Clerk Tricia Starkey presented the Resolution for Public Comments Policy to the Board for discussion and approval. Member Draper moved to approve the Public Comments Policy with new updates; Vice Chair Jourdan seconded. **Motion carried unanimously.**

Approval of Resolution for Remote Participation Policy

Deputy Director Michelle Bobadilla presented the Board with the Resolution for Remote Participation Policy for discussion and approval. Secretary Doomy moved to approve the Resolution for Remote Participation Policy with the noted changes; Member Harvey seconded. **Motion carried unanimously.**

Approval of Board Meeting Dates & Times

Board Clerk Tricia Starkey presented the Board with the 2023 Board Meeting Schedule for consideration. Director Tsujii gave an overview of meetings that are statutorily required. Secretary Doomy moved to approve the Board Meeting Schedule as presented; Vice Chair Jourdan seconded. **Motion carried unanimously.**

Approval of Fee Schedules

Deputy Director Michelle Bobadilla presented the Board with the Fee Schedule for data requests. Secretary Doomy moved to approve the Fee Schedule as presented; Member Draper seconded. **Motion carried unanimously.**

Presentation of Polling Place Change for Precinct 604

Carma Buchanan, Polling Place Coordinator presented to the Board the polling place change of precinct 604 for discussion. The current location is the Strickland Center at the Forsyth Tech Main Campus. The new location would be the North Carolina National Guard Armory located at 2000 Silas Creek Parkway, Winston-Salem, NC 27103. This move will allow for better voter parking and curbside logistics. Member Draper moved to table the approval for the polling place change until the next meeting so that the public has time to review this proposed relocation; Member Alfred seconded. **Motion carried unanimously.**

Approval of Resolution for Electioneering Designation Rules for The Mary Warren Community Center

Mrs. Bobadilla presented to the Board the Resolution for Electioneering Designation Rules for The Mary Warren Community Center for discussion. Member Draper moved to table the vote on electioneering designation rules for The Mary Warren Community Center in order for other options to be considered; Secretary Doomy seconded. **Motion carried unanimously.**

Adoption of Resolution for Contract on Ballot Printing Services

Director Tsujii informed the Board that we are awaiting for final pricing from two out of five vendors who have submitted bids for Ballot Printing Services and requested this agenda item to be tabled. Member Draper moved to table the Ballot Printing Services contract; Member Harvey seconded. **Motion carried unanimously.**

Approval of Early Voting Plan for the October 10, 2023, High Point Primary Election and the November 7, 2023 Municipal Election

Director Tsujii presented to the Board the Early Voting Plan for both the October 10, 2023 municipal primary election and the November 7, 2023 municipal election. The proposed One-Stop Early Voting location for both elections is the Forsyth County Government Center. Secretary Doomy moved to approve the One-Stop Early Voting location for the October 10, 2023 and the November 7, 2023 elections; Member Harvey seconded. **Motion carried unanimously.**

2023 Municipal Elections Information

Director Tsujii presented the Combined Polling Place list to the Board for discussion and approval. Member Draper moved to approve the Combined Polling Place list as submitted; Member Harvey seconded. **Motion carried unanimously.**

Public Comments

Chairperson Robert Durrah called for public comments, providing two minutes per speaker:

Jay Delancy: 296 Fairway Lane, Sanford, NC 27332

Secretary Doomy moved to close public comments; Member Harvey seconded. **Motion carried unanimously.**

Other Business

None

Closed Session (if necessary)

Adjournment

Secretary Doomy moved to adjourn; Member Draper seconded. **Motion carried unanimously.** Meeting adjourned at 1:54 PM.

Approved:

s:/Robert Durrah, Jr.

Chairperson

s:/Catherine Jourdan

Vice Chair

s:/Chad Doomy

Secretary

s:/Alfred Harvey

Member

s:/Adam Draper

Member

