

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

Agenda

September 08, 2016 – 4 p.m.

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Comments
5. Approval of Absentee Board Meeting Schedule
6. Resolution to Count Absentee Ballots at 2 p.m. on Election Day
7. Review of Pre-Processing and Ballot Duplication Procedures
8. Appointment of Multi-partisan Assistance Team (MAT) Members
9. Polling Place Changes
10. Village of Tobacoville Recall Election
11. Approval of Meeting Minutes
12. Closed Session (If needed)
13. Adjournment

FORSYTH COUNTY BOARD OF ELECTIONS
Meeting Minutes
September 08, 2016 – 4 p.m.

Meeting Called to Order

A meeting of the Forsyth County Board of Elections was called to order in the third floor meeting room on September 08, 2016 at 4:00 p.m., Chairman 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, Chris Duffey, and Kimberly Stuck

Other Staff: Lonnie Albright – Assistant County Attorney

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 with instructions. Speakers were asked to complete a public comment card and would have three minutes or less to speak. The speaker's name and address should be stated for the record. Questions should be included during the allotted time and answers would be given at the close of the session. A speaker's time could not be given to another individual. At the close of the public comment session, no additional statements or questions would be heard from the public. The public comment session included the following speakers:

Charles Wilson – 445 Marshall View Ct, Winston Salem, NC 27101

Ann Wilson – 445 Marshall View Ct, Winston Salem, NC 27101

Joanne Allen – PO Box 20397, Winston Salem, NC 27102

Chairman Raymond called to close public comments; Member El-Amin motioned; Secretary Russell seconded the motion; **Motion carried unanimously.**

Chairman Raymond addressed comments from Mr. Wilson regarding Advent Moravian Church, noting that it would be discussed during the meeting; Mrs. Wilson's comments regarding the Early Voting plan, stating that he believed it was a good plan. Member El-Amin thanked Mrs. Wilson for

her comments. Chairman Raymond stated that at the advice of counsel no comment would be made regarding Ms. Allen's petition.

Approval of Absentee Board Meeting Schedule

Chairman Raymond deferred to Director Tsujii to address the Board meeting schedule. Mr. Tsujii presented the Board with the dates for the absentee meetings; requesting approval for four additional dates beyond the statutorily required October 18, 2016 date. He noted that the additional dates were in anticipation of a record number of absentee ballots requests, the need to address absentee ballots, and for preprocessing procedures. Mr. Tsujii stated that upon approval the dates, the schedule would be published on the Forsyth County Board of Elections website as well as in local publications. Member El-Amin motioned to approve the schedule; Secretary Russell seconded the motion; **Motion carried unanimously.**

Resolution to Count Absentee Ballots at 2 p.m. on Election Day

Director Tsujii presented the Board with the resolution to allow staff to count absentee ballots by Monday, November 07, 2016; noting the count will take place at 2 p.m. with results being released no earlier than 7:30 p.m. on Election Day. Chairman Raymond put motion and second to vote for adoption of the resolution, and **motion carried unanimously.**

Review of Pre-Processing and Ballot Duplication Procedures

Mr. Tsujii presented the Board with a review of the pre-processing and ballot remarking or duplication procedures previously approved by the Board and requested an informal approval of the process. Member El-Amin motioned to approve procedures presented by Director Tsujii; Chairman Raymond called for vote on motion, Secretary Russell seconded and **motion carried unanimously.**

Appointment of Multi-partisan Assistance Team (MAT) Members

Director Tsujii presented the Board with the names of the MAT team for approval and appointment. Mr. Tsujii gave a brief description of the process for implementing the team and the training/certification for MAT team members pursuant to statutory requirements. Director Tsujii requested that he be delegated authority to certify MAT team members due to the Board meeting schedule to enable MAT team members to perform their duties; Mr. Tsujii would then present certified names to the Board. Member El-Amin inquired about the training process and procedures for certifying MAT team members. Chairman Raymond motioned to approve MAT team members as presented and to delegate the certification process to Director Tsujii; Chairman Raymond put motion to vote, Member El-Amin seconded and motion carried unanimously.

Polling Place Changes

Director Tsujii presented the Board with three potential polling place changes; 405 – Sims Recreation Center, 602 – First Alliance Church, and 709 – Ward Elementary School. Mr. Tsujii presented information and statistics for each of the locations for the Boards consideration. The discussion was tabled for site visits by the staff and the Board.

Village of Tobacoville Recall Election

Director Tsujii provided an update to the Board regarding the resolution that was passed at the Village of Tobacoville Council meeting on September 7, 2016. Mr. Tsujii added that due to time constraints for printing the ballots the contest was included on the ballot under the advisement of

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Mr. Albright and NC State Board of Elections staff. Additionally, that the petition was certified and both the petition holder and the Village of Tobaccoville Clerk received the certification letter.

Approval of Meeting Minutes

Chairman Raymond called for approval of the August 11, 2016 minutes; Secretary Russell requested to table the approval for verification of the Early Voting locations noted in the minutes. He requested they be presented for approval at the next Board meeting.

Closed Session

Chairman Raymond inquired if there was a need for closed session; none offered.

Adjournment

Chairman Raymond moved to adjourn, Member El-Amin motioned, Secretary Russell seconded; **Motion carried unanimously.** Meeting adjourned at 5:07 p.m.

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Approved:

Ken Raymond, Chair

Date

Stuart Russell, Secretary

Date

Fleming El-Amin, Member

Date