



## **FORSYTH COUNTY BOARD OF ELECTIONS**

### **Meeting Agenda**

**August 26, 2021 – 5:00 p.m.**

### **Forsyth County Government Center- Second Floor Cooper-Cardwell Board Room**

Board meetings are open to public in- person and virtually. In-person attendees will be required to follow the Forsyth County COVID-19 protocols; the use of masks will be required for all attendees.

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Comments

If you wish to speak, please complete the public comment card if attending in-person. If attending the meeting online, please [click on this link](#) at 4:45 pm on the day of the meeting and inform the Board Clerk. You will be recognized to speak during the public comment period. The Chairperson will also ask for any additional speakers before the meeting is called to order.

5. Approval of Temporary Polling Place Change and Voter Transfer
6. Approval of Electioneering & Curbside Voting at Govt. Center during One-Stop Voting
7. Approval of Absentee Meeting Schedule
8. Approval of Delegation to Staff of Preparatory Steps for Absentee Ballots
9. Approval of Pre-Processing of Absentee Ballots
10. Approval of Remedies for Disapproved Absentee Ballots
11. Approval of Notification Procedures for Absentee Ballots with Deficiencies
12. Approval of Re-Marking Process
13. Approval of Elections Notice
14. Approval of Precinct Alterations
15. Approval of Meeting Minutes
16. Other Business
17. Closed Session (if necessary)
18. Adjournment

**FORSYTH COUNTY BOARD OF ELECTIONS**  
**Meeting Minutes**  
**August 26, 2021 – 5:00 p.m.**

**Meeting Called to Order**

A regular meeting of the Forsyth County Board of Elections was called to order in the second floor Board room on Thursday, August 26, 2021 at 5:00 p.m., Chairperson Durrah presiding.

**Board Members in attendance:** Chairperson Robert Durrah, Secretary Catherine Jourdan, Member Chad Doomy, Member Alfred Harvey, Member Adam Draper (at 5:24 p.m.)

**Staff Members in attendance:** Director Tim Tsujii, Deputy Director Michelle Bobadilla, Adam Clark, and Kimberly Stuck

**Pledge of Allegiance**

Chairperson Durrah led the Pledge of Allegiance.

**Moment of Silence**

Chairperson Durrah led a moment of silence.

**Public Comments**

Chairperson Durrah called for public comments; none provided.

**Approval of Temporary Polling Place Change and Voter Transfer**

Director Tsujii provided the Board with a document showing the polling place consolidations for the Municipal election, as well as a description of the process of temporarily transferring voters to those precincts. He informed the Board that voters would be notified by letter, postcard, and publication in local newspaper about the temporary change of polling place and that signage will be placed at each location to direct voters to their correct polling place. Secretary Jourdan read the Resolution Regarding Temporary Assignment of Voters to Alternate Polling Places for the record they are as follows: 013 – Sedge Garden Elementary School, 015 – Southeast Middle School, 31 – Rural Hall Elementary, 62 - Piney Grove Fire Station, 66 - Piney Grove Elementary School, 68 – Project: Re3 Church, 74 – Meadowlark Middle School, 75 – New Hope AME Zion Church, 81 – Bethany Baptist Church, 92 – Macedonia Baptist Church, 111 – Providence Moravian Church, 131 – Vienna Baptist Church, 132 – Pfafftown Christian Church.. Secretary Jourdan moved to adopt the Resolution Regarding Temporary Assignment of Voters to Alternate Polling Places as well as the notice for publication; Member Doomy seconded; **Motion carried 4-0, Member Draper absent at vote.** Chairperson Durrah clarified that following the election the polling places would be moved back to their original locations. Director Tsujii confirmed.

**Approval of Electioneering & Curbside Voting at Govt. Center during One-Stop Voting**

Director Tsujii presented the Electioneering & Curbside voting plan for One-Stop Voting for discussion, review and, approval. Member Doomy moved to approve parking at the Forsyth County Government Center, Member Harvey seconded; **Motion carried 4-0; Member Draper absent at vote.** Secretary Jourdan moved to approve the Election Designation Rules for the Forsyth County Government Center Building; Member Doomy seconded; **Motion carried 4-0; Member Draper absent at vote.**

**Approval of Absentee Meeting Schedule**

Director Tsujii presented the Board with the revised Absentee Board Meeting Schedule as well as the Resolution of Forsyth County Board of Elections Schedule of Absentee Meetings for review and approval.

Member Draper entered at 5:24 p.m.

Member Doomy moved to approve the Absentee Board Meeting Schedule; Member Harvey seconded; **Motion carried unanimously.** Member Doomy moved to adopt the Resolution of Forsyth County Board of Elections Schedule of Absentee Meetings; Member Harvey seconded; **Motion carried unanimously.**

#### **Approval of Delegation to Staff of Preparatory Steps for Absentee Ballots**

Director Tsujii provided the Resolution Regarding Delegation to Staff of Preparatory Steps for Absentee Ballots in the November 2, 2021, Municipal Elections to the Board for consideration and approval. Member Draper moved to approve the Resolution Regarding Delegation to Staff of Preparatory Steps for Absentee Ballots in the November 2, 2021, Municipal Elections; Member Harvey seconded; **Motion carried unanimously.**

#### **Approval of Pre-Processing of Absentee Ballots**

Director Tsujii presented the Absentee Ballot Pre-Processing Procedures document for review and approval, as well as clarification of the process to the Board. Member Doomy moved to approve the Absentee Ballots Pre-Processing Procedures; Secretary Jourdan seconded; **Motion carried unanimously.**

#### **Approval of Remedies for Disapproved Absentee Ballots**

Director Tsujii presented the Absentee Problems and Solutions document for review and approval. He explained that the guidelines in the presented document, pursuant to Numbered Memo 2021-03 allows staff to do the necessary preliminary work and ensures the staff's ability to notify voters if any remedies for an absentee ballot are necessary. Mr. Tsujii also provided clarification of the signature verification process according to NCSBE Numbered Memo 2021-03 as well as examples of how issues would be addressed if they arose. Secretary Jourdan moved to approve the Remedies for Disapproved Absentee Ballots, Member Harvey seconded; **Motion carried unanimously.**

#### **Approval of Notification Procedures for Absentee Ballots with Deficiencies**

Director Tsujii presented the Procedures for Notifying Voters of Deficiencies in Their Absentee Return Envelope as Provided by Numbered Memo 2021-03 for review and approval. Member Draper moved to approve the notification procedures as provided; Member Harvey seconded; **Motion carried unanimously.**

#### **Approval of Re-Marking Process**

Director Tsujii presented the Board with the Procedures For Remaking Ballots That Cannot Be Read by Tabulator for discussion, review and, approval. Member Doomy moved to approve the procedures as presented; Member Harvey seconded; **Motion carried unanimously.**

#### **Approval of Elections Notice**

Director Tsujii presented the Board with the 2021 Municipal General Election Notice for review and approval to enable notification to be published as required by statute. Member Harvey moved to approve the 2021 Municipal General Election Notice as provided; Member Draper seconded; **Motion carried unanimously.**

#### **Approval of Precinct Alterations**

Deputy Director Bobadilla gave a presentation to the Board regarding the redrawing of boundaries of the county's seven largest precincts - Precinct 011, 072, 082, 122, 133, 201, and 507; subsequently, the creation of seven new precincts in each of these areas. She stated that Mr. Morgan and the County's MIS department worked together following the uniform standard for contiguous territory that coincides with the most recent Census block boundaries, keeping the splits as balanced as possible per State law. Ms. Bobadilla stated that two of the new precincts were still to be determined. The Deputy Director introduced a resolution Regarding Alteration of Precinct Boundaries. Secretary Jourdan moved to approve, Member

Draper seconded; **Motion carried unanimously.** Director Tsujii stated that voters in the precincts that have been split will receive notice of the change by letter, postcard, and signage will be placed in these precincts to direct voters to the new location.

**Approval of Meeting Minutes**

Member Draper moved to approve the meeting minutes for August 17, 2021, as submitted; Member Harvey seconded; **Motion carried unanimously.**

**Other Business**

Director Tsujii provided insight to Member Harvey's question regarding the potential changes for the School Board elections that is before the General Assembly.

**Closed Session (if necessary)**

Chairperson Durrah inquired of the need for a closed session; none was provided.

**Adjournment**

Member Doomy moved to adjourn the Board meeting; Member Harvey seconded; Motion carried unanimously. The Board meeting adjourned at 6:31 p.m.

Approved:

s:/ Robert Durrah  
Chair

s:/Catherine Jourdan  
Secretary

s:/Chad Doomy  
Member

s:/Alfred Harvey  
Member

s:/Adam Draper  
Member