

# BOARD OF ELECTIONS

**Ken Raymond**  
Chairman

**Stuart Russell**  
Secretary

**Fleming El-Amin**  
Member



**Steve Hines**  
Director of Elections

## FORSYTH COUNTY BOARD OF ELECTIONS January 15, 2015

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**FORSYTH COUNTY BOARD OF ELECTIONS  
BOARD MEETING MINUTES – January 15, 2015**

**Meeting Called to Order**

A special meeting of the Forsyth County Board of Elections was called to order in the second floor meeting room on January 15, 2015. The meeting convened at 3:00 PM, Chairman Ken Raymond presiding.

Board Members in attendance: Chairman Ken Raymond, Secretary Stuart Russell,  
Member Fleming El-Amin

Staff Members in attendance: Director-Steve Hines, Lamar Joyner, Chris Duffey,  
Jacob Wright  
Other County Staff: Assistant County Attorney-Lonnie Albright  
Budget Analyst- Kyle Haney

**Pledge of Allegiance**

Chairman Raymond led the pledge of allegiance.

**Moment of Silence**

Chairman Raymond led a moment of silence.

**Public Comment Session**

Chairman Raymond opened the public comment session with instructions. Speakers were asked to complete a public comment card and would have two 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:

Katherine Fansler - 1045 Wendover Circle, Winston-Salem, NC 27104  
Kathleen Falin - 7030 Stancliff Court, Clemmons, NC 27012

Member El-Amin moved and Secretary Russell seconded a motion to close the public comment session. **Motion carried unanimously.** In response to public comments, the Board addressed questions relating to the proposed purchasing of new voting equipment and issues concerning poll workers that were covered by the local media. North Carolina law mandates that by 2018 counties must use a paper-based voting system.

**Budget Update**

Director Hines presented the Board members with a copy of the proposed budget for FY2016. Within this budget cycle, there is a possibility of four elections; Municipal, Presidential Primary, regular Primary and 2nd Primary. Kyle Haney, Budget Analyst, explained how the budget process works in Forsyth County and mentioned some important dates within that process.

### **Voter History Update**

Director Hines explained the voter history process and stated that the office was at a ten count difference; five from early voting and five from election day. He also stated that approximately 29,000 list maintenance cards had been mailed out and were starting to come back to the office.

### **Proposed Procedural Changes**

Director Hines presented and recommended a list of changes that he developed with the assistance of staff.

The areas of changes included:

1. Curbside ballots
2. Precinct returns
3. Voter history
4. Unity computer security
5. Ballot security
6. Early voting
7. Training (election workers)

Board members discussed the changes. After the discussion, Secretary Russell motioned and Member El-Amin seconded the motion to place a draft of the proposed changes on the BOE website for public comments or suggestions. **Motion carried unanimously.**

### **2015 Municipal Elections**

Previously, municipalities were given the option to host candidate filing in their offices. Mr. Hines suggested that going forward, he preferred that all filing take place at the BOE. Municipal filing will take place from July 8 - 17, 2015. Secretary Russell moved and Member El-Amin seconded a motion that all municipal filing be done at the BOE office. **Motion carried unanimously.** Director Hines also stated that he would give each municipality the option to have a self-funded Early Voting site and that the office may look to consolidate some election day precincts during the Municipal Elections.

### **Elections Calendar**

Municipal Elections filing starts 8:00 AM on Tuesday, July 7, 2015 and ends 12:00 PM on Friday, July 17, 2015.

### **Other Business**

Staff will start the process of reviewing applications for the Senior Office Assistant position. Mr. Hines stated that he will meet next week with the NCSBE and former elections director, Kathy Cooper to gather new information and ideas. Also, the office will host ES&S and Democracy Live to have demo presentations of their election equipment and products.

### **Approval of Minutes**

Chairman Ken Raymond requested that the Board members review the minutes of October 21, 28 and November 4, 2014. Member El-Amin moved and Secretary Russell seconded a motion to approve the Board minutes of October 21, 28 and November 4, 2014. **Motion carried unanimously.**

**Adjournment**

Member El-Amin moved and Secretary Russell seconded a motion to adjourn the meeting. **Motion carried unanimously** and the meeting was adjourned at 4:25 PM.

Approved:

\_\_\_\_\_  
Ken Raymond, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stuart Russell, Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fleming El-Amin, Member

\_\_\_\_\_  
Date

**Attachments on File:** Proposed Procedural Changes