

BRUNSWICK COUNTY

BOARD OF ELECTIONS

75 Stamp Act Drive NE · Building H
PO Box 2 · Bolivia · NC · 28422
www.brunswickcountync.gov/elections

Phone: 910-253-2620
Fax: 910-253-2618
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Board Meeting Agenda

March 5, 2024 · 5:00 pm · Election Day Meeting

This meeting will be held in the Board of Elections Office Training Room, 75 Stamp Act Dr NE, Building H, Bolivia, NC, 28422.

Members of the public may observe the meeting in-person or via live video feed online using [Zoom](#). You will need to have Zoom installed on your computer or mobile device prior to joining the webinar; no registration or passcode is required.

1. Call to order and Pledge of Allegiance
2. Approval of agenda
3. Consideration of absentee ballots
4. Tabulate absentee ballots

Recess until 7 pm

5. Tabulate votes from early voting (preparatory steps begin at 7 pm, Verity Scans will be closed at 7:30 pm)
6. Receive and tabulate election night returns from precincts
7. Announce the unofficial election night results after all precincts have reported and tabulations completed.
8. Adjourn

The next meeting will be the sample audit count scheduled for Thursday, March 7, 2024 at 9:00 am in the **Board of Elections Office Training Room**, 75 Stamp Act Dr NE, Building H, Bolivia, NC 28422.

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Date: 3/5/2024

Time: 5:00 pm

Location: Board of Elections Office

Agenda Item: Consideration of Absentee Ballots

Summary:

There are 49 ballots being considered at today's meeting.

Order of Ballot Consideration:

Ballots recommended for approval – board to spot-check¹

1. 44 Civilian ballots
 - a. 1 of these are Bald Head Island ballots that will be opened separately to ensure both ballot sheets were received
2. 2 Affidavit Review Pending Civilian ballots (properly executed Photo ID Exception Form²)

Ballots requiring board review³

1. Ballots recommended for approval
 - a. 1 Military ballots (received electronically, duplicated by bipartisan team prior to meeting)
1. Recommended for disapproval⁴:
 - a. 2 Civilian ballots with incomplete witness information. Ballots have been spoiled voters have been contacted.

Information Only:

3 Pending Cure

¹The Resolution to Delegate Administrative Duties Relating to Absentee Voting to the Director and Staff approved by the board on 10/17/23 states that "The board will not review individual ballot envelopes that have been recommended by staff for approval and will accept staff's recommendation for those ballot envelopes and photo ID documentation. The board will spot-check a minimum of two envelopes and accompanying photo ID documentation to ensure accuracy and consistency. The board reserves the right to review all ballot envelopes that have been recommended by staff for approval."

² Per Numbered Memo 2020-25, these ballots should be approved by the board if the board does not unanimously conclude that the exception form is false.

³ Numbered Memo 2020-25 states "the board must individually review all ballot envelopes that: (1) have been recommended for disapproval by staff, (2) have a cure certification associated with that ballot envelope, or (3) where staff need further guidance from the board as to whether the envelope was properly executed or the photo ID documentation meets all legal requirements.

⁴ Numbered Memo 2020-25 states "Whether the county board delegates the initial review of absentee envelopes to staff or chooses to have a bipartisan team of board members review envelopes during the meeting, all board members present at the meeting must approve or disapprove the ballots."

The Resolution to Delegate Administrative Duties delegated the task of "Inspecting ballot envelopes and return envelopes for deficiencies and contacting voters as required by Numbered Memo 2021-03."

Monday, March 4, 2024

Absentee Bin Seals	vDrive Seal	Ballots Approved at Meeting	Ballots Scanned at Meeting	Total Ballots Scanned this Election
2617006				Recorded at end of meeting
2617007	33118393	266	266	597

Tuesday, March 5, 2024

Absentee Bin Seals	vDrive Seal	Ballots Approved at Meeting	Ballots Scanned at Meeting	Total Ballots Scanned this Election
				Recorded at end of meeting
	N/A			

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Date: 3/5/2024

Time: 5:00 pm

Location: Board of Elections Office

Agenda Item: Tabulate absentee ballots

Summary:

During the election day meeting, the board will oversee the closing of the Verity Central Scan which was used to scan all absentee ballots. The results will be read into the Verity Count system.

Absentee by Mail Summary

Absentee by Mail	Verity Central Scan Total	Executed Absentee Report run after today's absentee ballots are approved
Civilian		
Military		
Overseas		
Absentee TOTAL		

Procedure:

- The Verity Central Scan will be closed after today's absentee ballots are read in.
- Once the Verity Central Scan is closed, the results media will be imported into the Verity Count system. From the Verity Count system, the votes will be transferred to the networked computer for upload to the State Board of Elections using a new, unopened thumb drive.

Board signs:

- Pollbook of Absentee Voters
- Absentee Results from Verity Count after absentee vDrive uploaded
- Absentee Abstract

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Date: 3/5/2024

Time: 5:00 pm

Location: Board of Elections Office

Agenda Item: Tabulate Early Voting

Summary:

Previously, county boards of elections could tabulate early voting results before the close of polls, then report those results almost immediately at 7:30 p.m. on election night. Under changes made in [Session Law 2023-140](#) (Section 29), county boards must wait until 7:30 p.m. to “close the polls” on early voting tabulators and begin the process of counting and reporting results of ballots cast during the early voting period.

At 7 pm, the board will oversee staff taking preparatory steps to close the Verity Scans, and at 7:30 the scanners will be closed, and results pulled. The results will be read into the Verity Count system.

Location	Verity Scan Total (As reported)	Signed Early Voting Applications	Executed Early Votes in SEIMS	V Drive Security Seal Number	Handle Seal Number
Bolivia	0491993	35059006	1,270	1,270	1,270
Shallotte	0491986	35059007	3,410	3,410	3,410
Leland	0491992	35059008	4,409	4,409	4,409
Sunset Beach	0491991	35059005	2,262	2,262	2,262
Southport	0492000	35059009	3,993	3,993	3,993
TOTALS			15,344	15,344	15,344

Procedure:

- At 7:30 pm the handle seal number on each scanner will be compared with the seal number listed above which was logged by the precinct officials at the end of voting Saturday.
- The vDrive security seal number on the Verity Scan will be compared with the number listed above which was logged during Logic and Accuracy testing.
- At 7:30 pm, the Verity Scans can be closed. The results media will be imported into the Verity Count system. From the Verity Count system, they will be transferred to the networked computer for upload to the State Board of Elections using a new, unopened thumb drive.
- Board signs results tape from each Scan.