

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

May 7, 2024 · 5:00 pm · Absentee & Special Meeting

This meeting will be held in the Commissioners' Chambers of the David R. Sandifer Administration Building, 30 Government Center Dr NE, 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. Approval of Meeting Minutes**
 - a. April 30, 2024 –Absentee Meeting
- 4. Consideration of Absentee Ballots**

Recess until 6:00 PM

- 5. New Business**
 - a. Special Recognition
 - i. 2024 Dogwood Award Recipient
 - ii. 'I Voted' and 'Future Voter' Sticker Contest Winners
- 6. Adjourn**

The next board meeting is an absentee meeting scheduled for Monday, May 13, 2024 at 5:00 pm in the Board of Elections Office Training Room, 75 Stamp Act Dr NE, Building H, Bolivia, NC 28422.

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Meeting Minutes · Absentee Meeting · April 30, 2024 · 5:30 p.m.

Board Members Present: Chair Edward Lewis, Secretary Stuart Smith, Member Paula Clarity, Member Randy Pelton, and Member Timothy M. Randall

Board Staff Present: Director Sara LaVere, Deputy Director Adrienne Rushton, Elections Computer Technician Butch Johnson, Election Logistics Technician Ryan Childress, Assistant Computer Technician Walter Norton, and Absentee Assistant Christy Souter

Bipartisan Duplication Team Present: Myrtle Stevenson and Christy Souter

Meeting Opening

Mr. Lewis called the meeting to order and everyone in attendance recited the Pledge of Allegiance.

Approval of Agenda

Mr. Smith made a motion to approve the agenda. The motion carried unanimously.

Approval of Minutes

Mr. Pelton made a motion to approve the minutes for the March 23, 2024 Absentee Meeting. The motion carried unanimously.

Public Comments

There were no public comments.

Old Business

Consideration of satellite locations for Early Voting for the general election

In the previous meeting, it was discussed that St. James expressed concerns that included traffic control at Highway 211, as it has been a concern during events in the past and there is currently construction to widen 211.

Ms. LaVere was able to have discussion with the DOT regarding the timing of the traffic light at the St. James entrance and 211. The timing of the light can be adjusted to allow additional time for the cross-street traffic to move through the intersection. The light timing is currently controlled through the contractor handling construction, but our liaison would be the DOT who would handle making any timing adjustment to the light.

With this additional information, along with the consensus that the Brunswick Center at Southport is not amenable for Early Voting for the presidential election, Ms. LaVere

recommends the use of St. James. Without its use, voter from the St. James, Oak Island, and Southport areas would have to travel to the government complex or the Brunswick Center at Supply for early voting.

If this is the will of the board, Ms. LaVere would notify the Town of St. James and make every effort to ensure cooperative measures to conduct early voting in their community center.

Mr. Smith made a motion to proceed with using St. James Community Center for early voting along with the other locations discussed at previous meetings. The motion carried unanimously.

Consideration of Absentee Ballots

Mr. Johnson verified the seal number on the vDrive seal as 37471389. The current ballot count was verified as 43.

There are 20 absentee ballots for consideration:

Recommended for approval:

Civilian ballots

- 16 Civilian ballots

Board members each reviewed a minimum of two ballots.

Mr. Randall made a motion to approve 16 Civilian ballots and one Affidavit Pending Review ballot as recommended by staff. Motion carried unanimously.

Ballots Pending Board Review

- Three Civilian Accepted Cure ballots

Ballots were initially returned with a deficiency; those deficiencies were corrected by the voter with an acceptable remedy. Board members reviewed each ballot.

Ms. Clarity made a motion to approve the three Civilian Accepted Cure ballots as recommended by staff. Motion carried unanimously.

Ballots Recommended for Disapproval

- One Civilian ballot with incomplete witness information. The ballot has been spoiled and re-issued.

Mr. Pelton made a motion to disapprove one ballot as recommended by staff. Motion carried unanimously.

The bipartisan team opened the approved ballots and removed ballots to be scanned. One ballot was damaged upon opening and was duplicated by the bipartisan team.

After scanning was complete, Mr. Johnson announced that 19 ballots were scanned today with no overvotes. Ms. LaVere confirmed that was the number of ballots approved.

The ballots were placed in a bin and sealed, with seals signed by Mr. Pelton and Mr. Randall. The secure vDrive was placed in a storage container and sealed. The following vote count and seal numbers were logged and will be confirmed at the start of the next meeting.

- Ballot count: 62 total
- Ballot bin: 2617058 and 2617001
- vDrive storage container: 37471347

The board signed an audit sheet confirming the number of ballots scanned today and seal numbers.

Mr. Pelton made a motion to adjourn. The motion carried unanimously.

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Date 5/7/2024

Time: 5:00 pm

Location: Commissioners' Chambers

Agenda Item: Consideration of Absentee Ballots

Summary:

There are 16 ballots being considered at today's meeting.

Ballots recommended for approval – board to spot check¹

1. 15 Civilian

Ballots requiring board review²

1. Pending board decision
 - a. 1 Civilian ballot received in a sealed return envelope, but the ballot envelope was unsealed³

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 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.

³ Numbered Memo 2021-03 provides that when the ballot is inside the executed ballot envelope which is not sealed but the ballot envelope is received in a sealed return envelope, this anomaly is not a deficiency. Staff is instructed to re-seal the return envelope with a notation of "sealed in return envelope" and the county board should open the return envelope and address the ballot at its next absentee meeting.

Absentee Seal Numbers and Ballot Counts

These numbers are logged on an audit sheet and signed by the board at each meeting.

Meeting	Absentee Bin Seals	vDrive Seals	Ballots Approved at Meeting	Ballots Scanned at Meeting	Total Ballots Scanned this Election <small>Recorded at end of meeting</small>
4/16/24	2617055 2617054	37471390	26	26	26
4/23/24	2617056 2617053	37471389	17	17	43
4/30/24	2617058 2617001	37471347	19	19	62
5/7/24					

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Date: 5/7/2024

Time: 6:00 pm

Location: Commissioners' Chambers

Agenda Item: Special Recognition

Dogwood Award Winner

Presentation:

- Attorney General Josh Stein honored longtime chief judge Ernestine Bryant with the Attorney General's Dogwood Award in 2023. These awards are given out annually to recognize people who are working to improve the health, safety, and well-being of their fellow North Carolinians.
- "The right to cast your ballot safely and securely and know it will be counted is central to our democracy," said Attorney General Josh Stein. "Ms. Bryant has been a dedicated precinct chief judge for years in Brunswick County. She and other poll workers like her are the backbone of our elections."
- Photos with Sara LaVere, Director, Brunswick County Board of Elections

I Voted and Future Voter Sticker Contest Winners

Presentation:

- Recognition of the 1st, 2nd, and 3rd place winners of the "I Voted" and "Future Voter" sticker contest
- Students will receive a trophy, certificate, gift card and set of their stickers
- Photos of students with Sara LaVere, Director, Brunswick County Board of Elections
- Art teachers for each student will receive set of stickers
- Art teachers of 1st place winners will also receive a gift card

Celebration with families to follow.

