

# 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  
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### **Board Meeting Agenda**

#### **May 13, 2024 · 5:00 pm · Absentee 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. Approval of Meeting Minutes**
  - a. May 7, 2024 –Absentee & Special Meeting
- 4. Consideration of Absentee Ballots**
- 5. Adjourn**

*The next board meeting is an election day meeting scheduled for Tuesday, May 14, 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 & Special Meeting · May 7, 2024 · 5:00 p.m.

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

**Board Staff Present:** Director Sara LaVere, Deputy Director Melissa Chambers, Deputy Director Adrienne Rushton, Elections Computer Technician Butch Johnson, Election Logistics Technician Ryan Childress, Voter Registration Clerk Cathy Newland, Outreach and Training Specialist Robyn Beliveau, Assistant Computer Technician Walter Norton, and Absentee Assistant Christy Souter

**Bipartisan Duplication Team Present:** Julie Paladino and Christy Souter

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### **Meeting Opening**

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

### **Approval of Agenda**

Ms. Clarity 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 April 30, 2024 Absentee Meeting. The motion carried unanimously.

### **Public Comments**

There were no public comments.

### **Consideration of Absentee Ballots**

Mr. Johnson verified the seal number on the vDrive seal as 37471347. The current ballot count was verified as 62.

There are 16 absentee ballots for consideration:

Recommended for approval:

#### **Civilian ballots**

- 15 Civilian ballots

Board members each reviewed a minimum of two ballots.

Ms. Clarity made a motion to approve 15 Civilian ballots as recommended by staff. Motion carried unanimously.

### Ballots Requiring Board Review

- One Civilian ballot was received in a sealed return envelope, but the ballot envelope was unsealed.

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.

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

The bipartisan team opened the approved ballots and removed ballots to be scanned.

After scanning was complete, Mr. Johnson announced that 16 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: 78 total
- Ballot bin: 2617005 and 2617057
- vDrive storage container: 37471381

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

Mr. Pelton made a motion to recess the meeting until 6 PM. Motion carried unanimously.

The board returned from recess at 6 PM

### Special Recognition

#### Dogwood Award Winner

#### Presentation:

- Ms. LaVere wanted to congratulate Ernestine Bryant, who has been working in elections as a poll worker in Brunswick County for 48 years. She recently was recognized with the Dogwood Award. Ms. LaVere and the Board joined in Attorney General Josh Stein's recognition and appreciation of her dedication and long-time service to Brunswick County.

- 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:

- Ms. Rushton recognized the winners of the first sticker contest in Brunswick County
- Recognition of the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place winners of the “I Voted” and “Future Voter” sticker contest
- Students received 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 1<sup>st</sup> place winners will also receive a gift card



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

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Date: 5/13/2024

Time: 5:00 pm

Location: Board of Elections Office

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### **Agenda Item:** Consideration of Absentee Ballots

#### **Summary:**

There are 7 ballots being considered at today's meeting.

#### Ballots recommended for approval – board to spot check<sup>1</sup>

1. 4 Civilian
2. 1 Military
3. 1 Affidavit Review Pending Civilian ballot (properly executed Photo ID Exception Form<sup>2</sup>)

#### Ballots requiring board review<sup>3</sup>

1. Recommended for disapproval
  - a. 1 Civilian
    - i. Ballot was in the clear sleeve of the ballot envelope. There was not a return envelope, and the ballot envelope was sealed without the ballot inside.<sup>4</sup> Ballot has been spoiled and a new ballot issued.

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<sup>1</sup>The 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."

<sup>2</sup> 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.

<sup>3</sup> 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.

<sup>4</sup> Numbered Memo 2021-03 provides guidance for this deficiency based on the requirement of GS 163-230.1(d) that ballots must be sealed in the container-return envelope.

**Absentee Seal Numbers and Ballot Counts**

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

<b>Meeting</b>	<b>Absentee Bin Seals</b>	<b>vDrive Seals</b>	<b>Ballots Approved at Meeting</b>	<b>Ballots Scanned at Meeting</b>	<b>Total Ballots Scanned this Election</b> <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	2617005 2617057	37471381	16	16	78
5/13/24					