

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
elections@brunswickcountync.gov

Meeting Minutes · Regular Meeting · September 26, 2024 · 10:00 a.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 Melissa Chambers, and Election Logistics Technician Ryan Childress

Meeting Opening

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

Approval of Agenda

Mr. Pelton made a motion to approve the agenda. Motion carried unanimously.

Approval of Minutes

Mr. Randall made a motion to approve the minutes from the August 20, 2024 Regular Meeting and the August 29, 2024 Special Meeting. Motion carried unanimously.

Public Comments

Public comments submitted through the online portal were included in the agenda packet.

Director's Report

Updated voter registration statistics were included in an addendum to the agenda packet.

Ms. LaVere provided the following updates:

- Impacts of the storm included our office being closed from Monday mid-morning until mid-morning Friday. Staff did come in during that time to work on absentee ballots to ensure we could meet deadlines. UOCAVA ballots went out Friday and Civilian ballots began mailing on Tuesday. To date we have sent out 5,561 ballots.
- The first Absentee Meeting is next week, October 1, and we have had ballots returned, so thus, we will have a meeting.
- Elections preparation update
 - All other preparations are moving forward as scheduled

Mr. Pelton asked for an update if there would be sufficient ballot supply ready for early voting. Ms. LaVere updated that all necessary supplies and ballots will be ready, noting that early voting uses ballot on demand, printing the ballot for each voter as they check in and present to the ballot station.

Ms. Clarity inquired as to cost of reprinting ballots. Ms. LaVere provided that estimated cost was just over \$4,000 to include envelopes, any inserts that needed to be updated and ballots.

Old Business

There was no old business.

New Business

Appointment of MAT members

Ms. Laverne provided a summary that A Multipartisan Assistance Team, or MAT, is a team of voters who represent different political parties in each county who assist patients and residents in hospitals, clinics, nursing homes, and adult care homes (“facilities”) with absentee voting. MATs can help voters in facilities with disabilities or who otherwise require assistance in requesting or casting a mail-in absentee ballot. The team provides a public service to these voters by giving them lawfully authorized, neutral assistance with absentee voting.

Our current members include Sandra Batson (REP), Melinda Johnson (REP), Patricia Vandergrift (REP), Julie Paladino (DEM), and Myrtle Stevenson (DEM).

Staff recommends the addition of Debra Prew-Deleko (DEM) as an additional member to ensure three members of each party.

Mr. Pelton made a motion to appoint Debra Prew-Deleko (DEM) to the Multi-partisan Assistance Team. The motion carried unanimously.

Appointment of Early Voting Officials

Ms. Chambers provided a summary that for each primary and election, county boards shall appoint precinct officials for each early voting site, other than the county board office.

- County boards shall work to ensure, if at all possible, that the chief judge and judges working at any site at the same time do not all belong to the same political party.
- Each shift judges are designated to assure party balance, with shift lead, one ballot station, and one help desk serving as chief judge and judges. Staff also designates a bi-partisan team when closing the voting machines and securing ballots at the end of each day.
- Political parties were provided notice and were required to submit any names for consideration by September 10, 2024. (None received).
- Staff recommends all election day chief judges and judges that are working in specialty roles be appointed. Staff further recommends that those being trained to serve in specialty roles of Help Desk and Ballot Station be appointed.
- In addition to the list provided in the agenda packet, staff recommends the additions of Barbara Brooks (DEM), Lisa Kahn (DEM), Margaret Arrowood (UNA), Virginia Burgess (UNA), and Wendy Hughes (REP).

Mr. Pelton made a motion to approve the officials as recommended by staff, including the additional recommendations added today. Motion carried unanimously.

Approval of Polling Place Buffer Zones

Ms. LaVere provided a summary that the county board of elections shall make available to the public the following information for each voting place:

- The door from which the buffer zone is measured.
- The distance the buffer zone extends from that door.
- Any available information concerning where political activity, including sign placement, is permitted beyond the buffer zone.
- Notice must be given 10 days before the start of early voting for early voting locations. Notice must be given 30 days before election day for election day locations.

The document also outlines where electioneers may set up tents, tables, etc. for electioneering purposes.

Mr. Pelton made a motion to approve the buffer zones as outlined the document presented by staff. Motion carried unanimously.

Mr. Pelton noted that there is some traffic concern with entry and exit from Seaside United Methodist Church for precinct WB06. He is concerned with heavy traffic especially due to re-routed traffic from Calabash bridge construction. Ms. LaVere noted that Mr. Childress is going to work with Emergency Management Services to use an electronic sign to alert drivers to use caution in the area. Law enforcement is aware of election day and if issues arise or the need for traffic control arises, Ms. LaVere would have them get involved.

Adjourn

Ms. Clarity made a motion to adjourn. Motion carried unanimously.