

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

Board Meeting Agenda **March 18, 2025 · 2:00 pm · Regular Meeting**

This meeting will be held in the Commissioners' Chambers of the David R. Sandifer Building, 30 Government Center Drive NE, Bolivia, NC, 28422.

Members of the public may observe the meeting in-person or via live video feed online using [Zoom](#); no registration or passcode is required.

- 1. Call to order and Pledge of Allegiance**
- 2. Approval of Agenda**
- 3. Approval of Minutes**
 - a. February 18, 2025 – Regular Meeting
- 4. Public Comments**
 - a. [Public Comment Policy](#)
 - b. [Online Public Comment Portal](#)
- 5. Director's Report**
- 6. Old Business**
- 7. New Business**
- 8. Adjourn**

See board meeting schedules here: <https://www.brunswickcountync.gov/644/Board-Meetings>

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Meeting Minutes · Regular Meeting · February 18, 2025 · 2:00 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 Melissa Chambers, Deputy Director Adrienne Rushton, Election Logistics Technician Ryan Childress, and Candidate Coordinator Noelle Powers

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

Ms. Clarity made a motion to approve minutes from meetings on October 29, 2024 (as amended), November 4, 2024, November 5, 2024, November 8, 2024, November 14, 2024, November 15, 2024, November 20, 2024, November 27, 2024, and January 14, 2025. Motion carried unanimously.

Public Comments

There were no public comments from the audience or submitted through the online portal.

Director's Report

January voter registration statistics were provided in the agenda packet, with Ms. LaVere noting the drop in the number of registered voters can be correlated to biennial list maintenance removals.

Ms. LaVere will be submitting budget requests to county administration as the first step in the budget process. She reviewed that some goals and objectives included include continued use of Student Election Assistants and student interns, greater outreach and voter education efforts to reach a broader base of voters, Board members requested to be provided with an executive summary of the budget request.

Old Business

There was no old business.

New Business

Ms. LaVere made a presentation about changes required to procedures with the implementation of SB 382 and how the staff is preparing for needs to meet those requirements.

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

Public Comment Portal Comments Submitted by 5 p.m. March 17, 2025.

Public Comment Submitted on 3/17/2025 4:04:11 PM by Deirdre Cardona

How is the county planning on supporting it's children/students? The population is greatly expanding and the government is greatly decreasing funding.

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Agenda Item: Director's Report 3.18.25

Summary:

District Luncheon March 21

Election Boards Association of NC (EBANC), in conjunction with the North Carolina Association of Directors of Elections (NCADE) and the State Board of Elections (NCSBE), is hosting a district luncheon on March 21 in New Bern.

NCADE Conference

All staff will be attending the NCADE conference next week in Durham.

2025 NC State Board of Elections Summer Conference

The 2025 Summer Conference will be held at the Wilmington Convention Center on Monday and Tuesday, July 28th and 29th. In accordance with N.C. Gen. Stat. § 163-82.24, every member of a county board of elections is required to attend one training conference conducted by the State Board during their first six months after the member's initial appointment and at least once again during the first two years of the member's service.

Municipal Jurisdiction Changes

H2Go and Northwest now have residency districts for candidates/office holders

Staff Passes State Certification Exam

Ryan Childress and Cathy Newland recently passed their state certification exam. They will be recognized at the state conference in August as Certified North Carolina Elections Administrators.

Attachments:

1. February voter registration statistics
2. 2025 Municipal Election calendar

Brunswick County Voter Registration Statistics Monthly Report

	2025											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Total Registered Voters	136,908	137,034										
Voters Removed	6,951	534										
New Registrations Processed	942	684										
Registrations Processed w/ No Changes	254	726										
Voter Registration Changes Processed	447	370										
Total Monthly VR Transactions	8,594	2,314										
Verifications Mailed Out	10,182	1,165										
NCOA Mailing	0	0										
Verifications returned undeliverable	9,351	511										
Voter Returned Confirmation Card Update	5	316										
Confirmations Mailed Out	9,234	535										
Democratic	27,065	27,006										
Republican	56,320	56,402										
Libertarian	692	687										
Green	35	34										
No Labels	329	336										
Constitution	4	5										
Justice For All	8	8										
We The People	14	16										
Unaffiliated	52,441	52,540										
Democratic	19.77%	19.71%										
Republican	41.14%	41.16%										
Libertarian	0.51%	0.50%										
Green	0.03%	0.02%										
No Labels	0.24%	0.25%										
Constitution	0.00%	0.00%										
Justice For All	0.01%	0.01%										
We The People	0.01%	0.01%										
Unaffiliated	38.30%	38.34%										
Female	66,934	67,034										
Male	57,851	57,925										
Undesignated Gender	12,123	12,075										
American Indian	396	398										
Asian	568	572										
Black	8,896	8,918										
Multi-Racial	249	249										
Native Hawaiian or Pacific Islander	12	12										
White	113,517	113,636										
Other Race	2,563	2,598										
Undesignated Race	10,707	10,651										
Hispanic	2,380	2,407										
Not Hispanic	73,723	73,683										
Undesignated	60,805	60,944										

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2025 Municipal Election Calendar

Candidate Filing

- **Filing Dates:** Monday, July 7 at 8:30 am through Friday, July 18 at noon
- **Candidate Withdrawal Deadline:** Tuesday, July 15 at 5 PM to receive a refund of filing fees. Withdrawals after this deadline will forfeit any filing fees.
- **Filing Fees:** Filing fees for municipal offices are \$5, except for Belville (\$15) and Oak Island (\$25). Filing fees should be paid in the form of a cash, check or money order. Business or corporate checks are not accepted. *Exact change is required if paying in cash. (Cash is only accepted if filing fees are less than \$50).*

Municipal Election – November 4, 2025

Friday, October 3	Absentee ballots available
Sunday, October 5	Residency deadline
Friday, October 10 (forms must be postmarked by this date)	Voter registration deadline
Thursday, October 16 – Saturday, November 1	Early voting
Tuesday, October 21	Last day to request absentee ballot
Tuesday, November 4, at 7:30 pm	All absentee ballots due at the Board of Elections office
Tuesday, November 4 polls open from 6:30 am – 7:30 pm	Municipal Election
Friday, November 14, 11:00 am	Canvass

Please note: Candidate filing for the 2026 Election will begin at noon, Monday, December 1, 2025 and end at noon, Friday, December 19, 2025.

*Schedule and other details subject to change pursuant to legislative updates, court order, or administrative changes