

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 **April 29, 2025 · 6:00 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. March 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 · March 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, and Election Logistics Technician Ryan Childress, and Registration Clerk Cathy Newland

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. Randall made a motion to approve minutes from the meeting on February 18, 2025. Motion carried unanimously.

Public Comments

There was one public comment submitted through the online portal that was included in the agenda packet.

Director's Report

February voter registration statistics were provided in the agenda packet.

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.

April Board Meeting

The April regular meeting is currently scheduled for April 22 and Ms. LaVere will not be available. Ms. LaVere recommends moving the meeting to April 29 at 6 PM.

SB382 Updates

There is ongoing litigation regarding board appointments and Ms. LaVere will update the board as the case progresses. Changes regarding absentee ballots and provisional ballots are expected to be implemented.

Ms. LaVere also provided updates about requesting additional full-time staff and lobbying for office space needs.

There was also discussion about growth in the county and how it will affect future needs of voters with precincts, voting locations and early voting.

Old Business

There was no old business.

New Business

There was no new business.

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

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Agenda Item: Director's Report 4.29.25

Elections Board Appointment

On April 23, a three-judge panel issued a decision in Stein v. Berger. Barring any further court decision, the county board chairs will be appointed by the Governor in June.

Griffin protest updates

On April 11, 2025, the North Carolina Supreme Court issued a decision that narrows a previous Court of Appeals decision to only UOCAVA-No ID and UOCAVA-nonresidents (Brunswick has 1). Registration issues (DL/SSN) no longer part of this case.

Although the registration issue voters are spared from the election protest, the Court of Appeals has still ordered SBE to correct and update registration records missing necessary ID info. SBE staff are reviewing options and will have further guidance on that.

However, on April 22, 2025, the U.S. Court of Appeals for the Fourth Circuit stopped this decision from going into effect. The stop is in place while the federal courts consider whether the North Carolina Supreme Court's decision complies with federal laws.

Updates on Budget and Space Needs

Budget

Following a meeting with administration, the required reduction to our department's expenditures was **\$125,000** from our budget request. Management agreed to a mid-year hire to manage outreach, education, and public records. Additionally, fully funding our budget request will be presented to the Board of Commissioners for consideration as an increase in the tax rate. The County Manager's Office believes these initiatives are valuable and fully supports our communication with the Board in advocating for the proposed increase.

To meet the \$125,000 reduction, we made several adjustments, most notably removing five Verity Print workstations for ballot-on-demand printing at key Election Day locations, eliminating 15 Brother printers intended to replace phased-out OKI models, and shifting certain temporary staff duties to existing full-time staff during peak election periods.

Finance has placed the Verity Print and Brother printers on a list for possible year-end funding in the current fiscal year. Additionally, in the next fiscal year, they plan to cover the cost of a Hart upgrade. Although the cost was not included in our original budget request, this upgrade has been discussed over the last few years as a necessary expense once the state approved the

latest version. Also, logo attire was initially removed to meet the budget reduction target but now re-added into the budget request at the recommendation of management.

Budget workshop scheduled for Monday, May 5.

Space Needs

Brunswick County Schools has purchased warehouse space in Shallotte (the old Summerhome Furniture Building) and the county will be leasing storage space. Once that lease is signed, there will be space for some retention storage for our department and another department will be vacating a cage at the on-campus warehouse for our use.

Development Services, currently located in Building I, will move to new HHS building. Once that happens, we will have nearby storage space in Building I.

Elections is no longer being considered for the new HHS building.

Board of Education Calendar

The school calendar for the 2025–2026 academic year was initially released without designating a teacher workday for the scheduled municipal and primary elections. Following a collaborative meeting, school officials gained a better understanding of our operational needs, and the challenges associated with relocating polling places during lower-turnout elections. To support long-term planning and prevent future scheduling conflicts, our office provided the district with a 10-year calendar of upcoming elections.

Workload Relating to S382

Staff has been working through the logistics of meeting new deadlines for absentee and provisional voting. We should be prepared to bring a new board meeting schedule to you at the next meeting.

- Have someone from IT come over to pull files from poll books on election night. These would then be imported into SEIMS, meaning we get DMV results a day earlier.
- Have ballots sorted by reason and last name on Tuesday night.
- All hands on deck in a work space in the training room for research.
- Noelle will be trained to scan ballots in Verity Central Scan for absentee meetings – helps on election night.

Executive Order Update

On April 17 there was a hearing/consultation on a preliminary injunction. Currently there is no update or action needed by our office; most items in the executive order provide directives to federal agencies.

Attachments:

1. March voter registration statistics

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	137,451									
Voters Removed	6,951	534	304									
New Registrations Processed	942	684	712									
Registrations Processed w/ No Changes	254	726	302									
Voter Registration Changes Processed	447	370	420									
Total Monthly VR Transactions	8,594	2,314	1,738									
Verifications Mailed Out	10,182	1,165	1,789									
NCOA Mailing	0	0	1,378									
Verifications returned undeliverable	9,351	511	44									
Voter Returned Confirmation Card Update	5	316	66									
Confirmations Mailed Out	9,234	535	119									
Democratic	27,065	27,006	27,028									
Republican	56,320	56,402	56,578									
Libertarian	692	687	683									
Green	35	34	34									
No Labels	329	336	335									
Constitution	4	5	5									
Justice For All	8	8	7									
We The People	14	16	16									
Unaffiliated	52,441	52,540	52,765									
Democratic	19.77%	19.71%	19.66%									
Republican	41.14%	41.16%	41.16%									
Libertarian	0.51%	0.50%	0.50%									
Green	0.03%	0.02%	0.02%									
No Labels	0.24%	0.25%	0.24%									
Constitution	0.00%	0.00%	0.00%									
Justice For All	0.01%	0.01%	0.01%									
We The People	0.01%	0.01%	0.01%									
Unaffiliated	38.30%	38.34%	38.39%									
Female	66,934	67,034	67,257									
Male	57,851	57,925	58,112									
Undesignated Gender	12,123	12,075	12,082									
American Indian	396	398	396									
Asian	568	572	576									
Black	8,896	8,918	8,926									
Multi-Racial	249	249	247									
Native Hawaiian or Pacific Islander	12	12	13									
White	113,517	113,636	114,047									
Other Race	2,563	2,598	2,629									
Undesignated Race	10,707	10,651	10,617									
Hispanic	2,380	2,407	2,435									
Not Hispanic	73,723	73,683	73,823									
Undesignated	60,805	60,944	61,193									