

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 · June 17, 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, and Election Logistics Technician Ryan Childress

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 minutes from the meeting on My 20, 2025. Motion carried unanimously.

Public Comments

There were no public comments.

Director's Report

May voter registration statistics were provided in the agenda packet.

Board Appointments

- This is the last meeting before new board members are appointed.
- Four members (two Democrats and two Republicans) will be appointed by the State Board of Elections on June 24.
- The chair will be appointed by the State Auditor
- The new board will be sworn in on July 22 at noon.

New Hire

- Jordan Beaver has been hired as an Election Specialist to handle administrative functions of managing poll workers. She begins work June 23.

- We have also selected Cheryl Wilson, as a permanent part-time employee to assist with poll worker training.

Mid-year Hire

- The Commissioners also approved a mid-year hire a Voter Outreach and Communications Coordinator for the 25-26 fiscal year.
- This position will handle public outreach and is expected to be hired shortly after the first of the year.

Municipal Election

- Candidate filing for the municipal election begins Monday, July 7 at 8:30am and ends on July 18 at noon.

Unfinished Business

- Managing voter growth
 - Mr. Pelton has concerns about how the Board of Elections would manage growth of registered voters in the county. He noted that growth in Brunswick County has been at an incredible pace, and he is concerned about our current number of precincts not being able to handle the rate of growth.
 - Ms. LaVere noted there is no guidance from the state on size of precincts
 - Mr. Pelton wants the staff to develop a plan for managing growth as it relates to polling places.
 - Ms. LaVere will reach out to the planning department to better understand their residential planning dashboard as it relates to pertinent information we can use to develop plans for voting needs.
 - Mr. Randall noted it is almost to the point of needing to build our own facilities.
 - It was also noted that voting center may help alleviate the struggles associated with our growth

New Business

There was no new business.

Mr. Lewis thanked the board and staff for supporting him during his tenure as chair. He noted he feels blessed to be able to serve as looks forward to any opportunities in the future.

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