

Jury Commission Meeting

MINUTES

DECEMBER 11, 2017 4:00 PM

2ND FLOOR, MICHELLE'S OFFICE

MEETING CALLED BY	James J. MacCallum
TYPE OF MEETING	Jury Commission Meeting to select Raw Jury Pool for 2018-2019 Biennium
FACILITATOR	James J. MacCallum
NOTE TAKER	Michelle Caulk
TIMEKEEPER	Michelle Caulk
ATTENDEES	James J. MacCallum, Clerk of Court; Jill Berry, Service Commander via Phone Conference; Bichson Bush, Jury Commissioner; Steve Stone, Jury Commissioner; Gary Halberstadt, Jury Commissioner (Arrived later but was in agreement with all); Michelle Caulk, Jury Clerk

Oath of Office

4:10 PM G.S 9-1

ADMINISTERED	James J. MacCallum, Brunswick County Clerk of Superior Court
Mr. MacCallum administered oath of office to all jury commissioners.	

4:15 PM CHAIRPERSON SELECTED

MOTION	
Motion to appointment Bichson Bush at Chairperson, Steve Stone 2 nd the motion and Bichson Bush accepted.	

4:20 PM APPROVE AUTOMATED SYSTEM

DISCUSSION	Brunswick County currently uses Service Commander Jury Systems. We called Jill with Service Commander to clarify procedures on how duplicate names are identified and how the system randomly chooses names. Jury Commissioners were familiar with the system; they had approved usage in 2016 Biennium.
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4:25 PM DETERMINE NUMBER OF JURORS

DISCUSSION	Clerk provided jury commission with number of all jurors summoned for the 2016 Biennium, 13,225. This number was multiplied by 2.00 to 26,450. This number meeting the statutory criteria.
MOTIONS	Approved by all, aye.

4:30 PM APPROVE MASTER LIST

DISCUSSION	Jury Clerk, Jury Commissioner's and Service Commander enter data in the jury system. No additions or deletions were made to the Master Jury List.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Jury Commission Statement of Sources and Procedures Completed and Signed, Certification of Filing of Master Jury List Completed and Signed.	Michelle Caulk	Done immediately

Bichson made motion to adjourn, motion 2nd by Steve. Approved by all, aye. Conclusion of meeting 4:36 PM.