



FORSYTH COUNTY BOARD OF ELECTIONS

Board Meeting

Agenda

August 16, 2022 – 5:00 p.m.

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Comments
5. Approval of Minutes
6. Adoption of Resolution for Absentee Board Meetings of November 8, 2022 General
7. Adoption of Resolution Regarding the Preparatory Steps to Staff for Absentee Ballots in the November 8, 2022 General
8. Approval of Pre-Processing Absentee Ballots
9. Approval of Re-Making Ballot Process
10. Approval of Absentee Disposition Guidelines
11. Approval of Notification to Voter of Discrepancies
12. Approval of Electioneering Plan at Government Center One-Stop Site
13. Approval of Resolution to Count Absentee Ballots at 2pm on Election Day
14. Approval of Polling Place for Precinct 014 and Precinct 111
15. Approval of Electioneering Restrictions at Polling Places
16. Approval of Election Equipment Delivery Services Contract
17. Other Business
18. Closed Session
19. Adjournment

**Meeting Minutes
August 16, 2022 – 5:00 p.m.**

Meeting Called to Order

A meeting of the Forsyth County Board of Elections was called to order on the fourth floor multi-purpose room on Tuesday, August 16, 2022 at **5:02** p.m., Chairperson Robert Durrah, Jr. presiding.

Board Members in attendance: Chairperson Robert Durrah, Jr., Secretary Catherine Jourdan, Member Chad Doomy, Member Alfred Harvey, Member Adam Draper

Staff Members in attendance: Director Tim Tsujii, Deputy Director Michelle Bobadilla, Tricia Starkey, Kay Moore, Adam Clark, Louise Lash, Jay Lerman

Pledge of Allegiance

Chairperson Robert Durrah led the Pledge of Allegiance.

Moment of Silence

Chairperson Robert Durrah led a moment of silence.

Public Comments

Chairperson Robert Durrah called for public comments, providing two minutes per speaker:

Pat Kleinmaier: 5611 Whippoorwill Drive, Pfafftown, NC 27040

Kathleen Marshall: 3979 Velinda Drive, Winston-Salem, NC 27106

Al Jabbar: 4130 Oak Ridge Drive, Winston-Salem, NC 27185

Member Doomy moved to close public comments; Member Harvey seconded. **Motion carried unanimously.**

Approval of Meeting Minutes

Member Doomy moved to approve the meeting minutes for July 12, 2022, as submitted; Member Draper seconded; **Motion carried unanimously.**

Adoption of Resolution for Absentee Board Meetings of November 8, 2022 General

Director Tsujii presented the Board with time changes for upcoming Absentee meetings on Monday, November 7, 2022 and Thursday, November 17, 2022 for a 2:00 p.m. start time. Member Doomy moved to approved the 2:00 p.m. starting time change for November 7th and 17th, 2022 Absentee Meetings; Member Harvey seconded. **Motion carried unanimously.**

Adoption of Resolution Regarding the Preparatory Steps to Staff for Absentee Ballots in the November 8, 2022 General

Director Tsujii presented the Board with the resolution regarding the delegation to staff of steps for the handling of absentee ballots as per Numbered Memo 2020-25. Secretary Jourdan moved to approved the resolution regarding the preparatory steps to staff for absentee ballots; Member Doomy seconded. **Motion carried unanimously.**

Approval of Pre-Processing Absentee Ballots

Director Tsujii requested approval of the Board for pre-processing absentee ballots. Member Doomy moved to approve the pre-processing of Absentee Ballots; Member Harvey seconded. **Motion carried unanimously.**

Approval of Re-Making Ballot Process

Director Tsujii requested approval of the Board regarding the procedures for the re-marking ballot process. These are ballots that cannot be read by the tabulator and must be re-marked. Member Doomy moved to approved the re-marking ballot process; Secretary Jourdan seconded. **Motion carried unanimously.**

Approval of Absentee Disposition Guidelines

Director Tsujii presented the absentee disposition guidelines to the Board which authorizes different scenarios that arise with the absentee ballots process and provides the approved solutions as per Numbered Memo 2021-03. Chairperson Durrah asked for a motion to approved the Absentee Disposition Guidelines, Member Draper moved for approval; Member Alfred seconded. **Motion carried unanimously.**

Approval of Notification to Voter of Discrepancies

Director Tsujii requested the approval of the notification process to absentee voters of discrepancies. Member Doomy moved to approve the notification to voter of discrepancy process; Member Draper seconded. **Motion carried unanimously.**

Approval of Electioneering Plan at Government Center One-Stop Site

Deputy Director Michelle Bobadilla presented to the Board the electioneering designation rules for the Forsyth County Government Center Building for One-Stop Early Voting. This plan allocates one parking spot on the first floor of the parking deck attached to the Government Center building for electioneering. Secretary Jourdan moved to approve the electioneering plan for the Government Center One-Stop site; Member Harvey seconded. **Motion carried unanimously.**

Approval of Resolution to Count Absentee Ballots at 2pm on Election Day

Director Tsujii presented the Board with the resolution to count absentee ballots at 2:00 p.m. on Election Day, November 8, 2022. This is accordance with section 163-234(2) of the General Statutes of North Carolina. Member Doomy moved to approve the resolution to county absentee ballots at 2:00 p.m. on election day; Secretary Jourdan seconded. **Motion carried unanimously.**

Approval of Polling Place for Precinct 014 and Precinct 111

Kay Moore, Polling Place Coordinator, presented to the Board two election day polling place changes. Precinct 014 which had previously been located at Beasons Crossroads Fire Department will move to the Hampton Inn in Kernersville, as the current location is under construction. This location allows for ease of access for voters, has a large parking lot, and is ADA accessible. A \$350.00 fee to be assessed.

Precinct 111, Horizons Park Admin. Building, will be moving to Red Bank Baptist Church in Germanton which will be 1.9 miles from the previous location. This location is ADA accessible, has a large parking lot, and no fee to be assessed. Member Draper moved to approve the polling place changes for precinct 014 and precinct 111; Member Doomy seconded. **Motion carried unanimously.**

Chairman Durrah left the meeting at 5:55 p.m. until 6:00 p.m.

Approval of Electioneering Restrictions at Polling Places

Deputy Director Michelle Bobadilla presented the electioneering restrictions at certain polling places for Election Day. Precinct 703, Ardmore Baptist Church, has been added to the previously approved list and will have no electioneering at any time. Member Doomy moved to approve the updated electioneering restrictions at election day polling places; Secretary Jourdan seconded. **Motion carried unanimously.**

Mrs. Bobadilla also presented the electioneering restrictions for Winston First Assembly of God, a One-Stop Early Voting site. They are requesting no signs at any time and campaigning only allowed in the electioneering zone. Secretary Jourdan moved to approve the electioneering restrictions for Winston First Assembly of God; Member Draper seconded. **Motion carried unanimously.**

Approval of Election Equipment Delivery Services Contract

Director Tsujii presented the election equipment delivery services contract information for approval. Twelve companies within the area were contacted; three of which provided quotes and were able to accommodate our needs. All My Sons Moving & Storage has been selected to provide election equipment delivery service. Member Doomy moved to approve the election equipment delivery services contract; Member Harvey seconded. **Motion carried unanimously.**

Other Business

Director Tsujii presented the newest full time staff member, Jay Lerman, Voting Systems/Geocode Manager.

Chairman Durrah left the meeting at 6:23 p.m.

Louise Lash, Absentee Voting Manager, presented reference packets to the Board with key dates and helpful information regarding the absentee voting process and the MAT Team procedures. All information presented to the Board is available to the public either online or by request.

Adjournment

Member Doomy moved to adjourn; Member Harvey seconded. **Motion carried unanimously.** Meeting adjourned at 6:31 p.m.

Approved:

s:/Robert Durrah, Jr.

Chairperson

s:/Catherine Jourdan

Secretary

s:/Alfred Harvey

Member

s:/Adam Draper

Member