

CRAVEN COUNTY BOARD OF ELECTIONS
Regular Meeting
August 9th, 2006

The Craven County Board of Elections held a Regular Meeting on August 9th, 2006 in the County Administration Building, 2nd floor Conference Room. Meeting opened at 10:00 a.m. with Chairman, William Miner presiding. Present were Esther Hardin, Secretary, M. Ray Wood, Member and Tiffiney Miller, Director. Also present were Bob Shuck, Craven County Republican Party Chairman, Lucy Dictel and Sue Book from the Sun Journal.

Minutes of the July 5th, 2006 meeting were approved as written.

Report of Director:

The Director reported that all 2nd quarter campaign reports were submitted before the deadline. The audit of these reports will be done as soon as possible.

The Committees that were missing information in their 1st quarter reports have submitted this information and/or amended their reports as required.

The Director attended a District 7 Director's meeting on August 3rd in Wilmington. Our next meeting is to be held in Craven County to review the ATV forms and processes.

The Director and Leone Lewis attended the Institute of Government Training in Chapel Hill. Many new laws were discussed especially the changes to come in Campaign Finance.

The Director told the Board that she received a memo from Mr. Blizzard, County Manager, concerning closing the office. If the office needs to be covered for only one hour the Director can go to another department for assistance, if the office needs to be covered for more than an hour the Director has been instructed to contact Mr. Blizzard or Mr. Moser, Assistant County Manager.

The Director reminded the Board that her performance appraisal was due the beginning of September. Notice is supposed to be sent to the Board Chairman by the Human Resources Office but Mr. Miner said he had received no such notice and would check on this.

The Director said she received a request from Rick Hemphill, County Finance Officer, requesting operating indicators and also a memo about Capitol Improvements. The Director responded the operating indicators request and the Board discussed the Capitol Improvements.

The Pronunciation Guide for the ballot programming has been completed and sent to ES&S.

The November Election has been set up in SEIMS and the Director is in the process of working on the ballot styles for the upcoming Election. We will have more than 20 ballot styles for this election.

Discussion was held on the operational hours of the one stop sites. The Board agreed that the additional site hours would be: West Craven High School 8-3 and The Public Library 11-6. These times are not firm until the Director talks to the people in charge of these facilities.

The Director reported that the staff has scanned and reviewed all Military Absentee requests.

ES&S sent out an e mail concerning the problems experienced with the legs for the IVotronic voting machines. The company will do the rework at no cost.

The Board was given a copy of the Agenda for the upcoming State Training Seminar in Asheville and discussion was held on the Core Courses being offered.

The State will provide precinct manuals to counties this year at no cost.

The Director said that Leone Lewis is on the list to help the "Disaster Assistance Center." This would only be during regular working hours.

The Director reported that the petitions from River Bend were resubmitted, and certified by the office.

The Director met with Mr. Ray Moser, Assistant County Manager and Mr. Steven Creel, Maintenance Supervisor to discuss machine delivery/pickup and storage issues. The County is in the process of planning to add additional storage space to the existing building on Old Cherry Point Road. The Board discussed this and there is a concern that we still will not have enough space but this will be addressed with Mr. Moser when they receive his memo.

The Governor has proclaimed September as Citizen's Voter Registration Awareness Month. The office staff and Director are working on registration projects for September.

The Director will speak to the Civitians on August 11th at noon.

Old Business:

The Board signed the resolution for the George Street Polling place.

The office has received permission from the State on the change for the Ernul and George Street precinct relocations. The Director submitted all the required information to the US Justice Department for pre-clearance. The State gave the Director permission to go ahead and notify the voters of this change by mail.

Discussion was held on the Fort Barnwell polling place. It was decided that we should request that we be able to use the bay area instead of the meeting room.

The Board decided that we should hold a work shop to go over the Director's Duties, the Memo of Understanding, the Model Code of Ethics and the Confidentiality Information. The Director will set up a date for this and handle the necessary notices.

New Business:

The Board approved 291 new voter registrations for the month of July.

The Activity Report was reviewed by the Board. The Board also reviewed the new voter stats and discussion was held on the removed voter report.

The Board was given a copy of the monthly budget information and discussion was held on the final year end budget information for the 2005-06 budget year.

Announcements:

The Next Regular meeting is scheduled for September 6th at 10:00 a.m.

State Board training will be held in Asheville on August 14th & 15th

There being no further business the meeting adjourned at 11:30 a.m.

Members Present:

William Miner, Chairman
Esther Harding, Secretary
M. Ray Wood, Member
Tiffiney Miller, Director

Esther Hardin, Secretary

Approved: September 6, 2006