

CRAVEN COUNTY BOARD OF ELECTIONS
REGULAR MEETING
December 6, 2006

The Craven County Board of Elections held a Regular Meeting on December 6th at 10:00 a.m. in the Conference Room of the County Administration Building. Chairman William Miner opened the meeting with Secretary Esther Hardin, Member Ray Wood and Director Tiffiney Miller present.

Minutes of the October 4th meeting and Sample Hand Eye Count were approved as written.

The Chairman asked for the report of the Director.

Report of Director:

The Director reported that she would be compiling an Election Report for the November 2007 General Election. The Chairman asked that this include machine pickup and delivery information.

Candidate Certifications were sent out to all local Elected Officials after the Board did the official canvass for the November 2007 General Election.

The Director reported that the office staff has completed the voter history entry for the General Election.

The Director attended a Director's Conference in December sponsored by the State Board of Elections and the Institute of Government. No core courses, required by staff for certification, were offered at this meeting. Budget monies were saved on staff travel until courses are available later in the budget year.

Mr. Bartlett, Executive Director for the State Board of Elections asked that the Director attend a special meeting on Instant Runoff Voting. Six other Directors were invited to attend. Discussion was held on Instant Runoff Voting and Mr. Bartlett asked that the counties in attendance consider piloting this project. This would not affect Craven until 2008 unless special provisions are made for the Municipal Elections scheduled for November of 2007.

The Director reported that a Special Election would be held in the Town of River Bend on January 23rd. The ballot information was given to the Board.

The County hired Springsted Incorporated to conduct a Position Analysis for County employees. Each Employee completed and returned the questionnaire to the Director, after the Director's review completed forms were sent to Human Resources as instructed. Discussion was held on the study and the completed questionnaires were reviewed by the Board.

The Director reported that the Annual Review for Lisa Bennett, Administrative Assistant was completed and turned into the Human Resources Department. Lisa has been with the County

four years and is doing a great job. The Director recommended a two-step merit for Ms. Bennett and this was approved by the County Manager.

The Director reported that the office staff received comp time for the extra hours worked during the General Election.

The Director said that the web site will be updated during the month of January for the year 2007.

Old Business:

The storage building that will be used to secure all voting equipment has been completed and all equipment is now being stored at this site.

Discussion was held on the new Campaign Finance Laws and mandatory treasurer training. The scheduling for this has not been set by the State but they have said that this training will be available at various sites throughout the State and will also be available on line.

New Business:

The Board approved 954 new voter registrations for the month of October and November. 315 voters were removed during this reporting period. The Board was given a copy of the new voter stats for the month of December.

Monthly budget information was reviewed. The majority of our budget will be used for the November 2006 General Election.

The Board was given a copy of the new list of Elected Officials.

Announcements:

The next regular meeting will be held on January 3rd 2007 at 10:00 a.m.

The office will be closed December 25th & 26th for Christmas and January 1st for New Years.

There being no further business the meeting adjourned at 10:35 a.m.

Members Present:

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

Esther Hardin, Secretary

Approved: February 23, 2007

