

**CRAVEN COUNTY BOARD OF ELECTIONS
REGULAR MEETING
February 23, 2007**

The Craven County Board of Elections held a rescheduled Regular meeting on February 23rd, 2007 in the conference room of the County Administration Building. Chairman, William Miner opened meeting at 11:00 a.m. with Secretary, Esther Hardin, Member, M. Ray Wood and Director, Tiffiney Miller present.

The minutes of the December 2006 and January 2007 Regular Meetings were approved as written.

The Chairman asked for the report of the Director.

Directors Report:

The Director reported that the office has been working on mandatory List Maintenance. A complete report including the procedures is included in the monthly activity report.

The Director said that the 2006 Election results have been submitted to the State. The results included votes by precinct including all absentee and provisional votes.

The Board was given a copy of the 2007 Municipal Election Schedule. The Schedules have been sent to all Municipalities in Craven County and posted on our web site as well.

The Director reported that the Municipalities pay the actual costs of the Elections conducted by the Board of Elections and most items are billed directly to the Municipalities when possible. Municipal contracts must be renewed this year.

The Director reminded the Board that 2007-2009 appointments of the Board of Elections and Precinct Officials are coming up. According to law the Board Members are sworn in on July 17th and Judges are appointed on August 21st. The Director will set up a luncheon for the Board and Party Chairmen to discuss the precinct official's appointments and any other Election related matters.

The State Board of Elections is conducting "wellness checks" across the State. Our office has had two of these in the past. The last one was conducted in 2005 by three officials from the State Office.

The Director reported that Mr. Gary Bartlett, Executive Director for the State Board of Elections visited the office on February 7th.

The Board was given a copy of the Budget schedule. Mr. Blizzard, County Manager, held a Department Head meeting on February 2nd to discuss the budget procedures and timeline for the 2007-08 budget year.

The Board was given a copy of a public records request for ballot image records and information provided by the State Board of Elections. According to the State, ballot images are not public records.

The North Carolina Association of Directors of Elections will conduct an April Conference in High Point on April 15th – 17th. The Director is scheduled to attend but no staff members will be attending because certification courses are not being offered at this meeting. Budget monies will be saved until the certification courses are offered for staff.

The Director reported that UNITY training will be held in Greenville for Craven County, Pitt County, Wilson County and Onslow County on May 21st – 25th.

The State will begin to offer monthly SEIMS training on particular modules in SEIMS. The entire staff needs SOSA training (this is used during One Stop Voting).

Election Systems & Software completed a maintenance check on all PCMCIA cards in the State of North Carolina. This was done as a precaution after some cards were found to have bad batteries in some parts of the State. Craven County did not experience any problems and all cards have been checked and returned to our office.

Old Business:

The County Job Classification and Salary Survey was discussed. No results have been received yet.

The Memo of Understanding was discussed. Mr. Miner will set up a meeting with Mr. Blizzard to address his concerns with the Memo. The State has asked that we get any concerns in writing so that they can be reviewed by the State as well. Mr. Miner will let the Board know when the meeting is scheduled so everyone can be present.

The Director has contacted Lou Valenti in the Craven County GIS Department and discussed digital maps for our precincts and districts. This will be a long process but will provide very useful information.

New Business:

The Board approved 377 new voter registrations for the month of January. A new statistical report was given to the Board. The Director reported that 2,480 voters were

removed during the month of January. The number is large because of recent List Maintenance.

The Board was given a copy of the Monthly Activity Report. Monthly Budget information was also given to the Board for review.

Announcements:

The next Regular Meeting will be held on March 7th at 10:00 a.m.

There being no further business the meeting adjourned at 11:50 a.m.

Members Present:

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

Esther Hardin, Secretary
Approved: 4/4/07