

BOARD OF ELECTIONS

Linda J. Sutton
Chair

Michael Flatow
Secretary

Jonathan S. Dills
Member



Robert H. Coffman
Director of Elections

Lamar Joyner
Deputy Director

FORSYTH COUNTY BOARD OF ELECTIONS BOARD MEETING MINUTES – FEBRUARY 21, 2012

Call to Order

A regular meeting of the Forsyth County Board of Elections was held in the Cooper Cardwell Elections Room on February 21, 2012. The meeting convened at 5:30 PM, Chairman Linda Sutton presiding.

Board Members in attendance: Chairman Linda Sutton, Secretary Michael Flatow

Board Members not in attendance: Member Jonathan Dills

Staff Members in attendance: Director Robert Coffman, Judy Speas

Approval of Minutes

Chairman Sutton requested that the Board review the minutes of February 7, 2012. Secretary Flatow moved and Chairman Sutton seconded the motion to approve the minutes of February 7, 2012. Motion carried.

2012 – 2013 Budget

Chairman Sutton and Secretary Flatow questioned Mr. Coffman regarding several budget topics. Board members were provided with a Forsyth County Expenditure Financial Analysis Inquiry from 2008 to compare with the proposed 2012-2013 Board of Elections Budget. Secretary Flatow questioned the areas of staff salaries and small equipment purchase line items which had significant changes. Mr. Coffman explained that there would be an increase in two line items for the proposed budget; the equipment rental and the software licensing/maintenance fees. The General Election would necessitate an increase in rental of precinct lap tops. The main expense of software licensing would be for ballot production and tabulation. The licensing for electronic poll book software used for Election Day registration was paid previously by a HAVA grant which would no longer be provided. Mr. Coffman stated that the budget would be reviewed in early March and usually approved in June of the fiscal year.

Board members also discussed probable upcoming legislation on the Voter ID law and the necessary photographic equipment required for voter photographs.

Mr. Coffman explained that the Board of Elections' contract printing expense is the largest of all county departments. Ballot printing must be processed from external certified printers. The amount paid per ballot has been reduced greatly from years past by changing vendors. Secretary Flatow moved and Chairman Sutton seconded the motion to approve the 2012-2013 Budget. Motion carried.

Primary Election Status Report

Board members were invited to attend poll worker training given by Jacob Wright, Elections Training Specialist. Chairman Sutton stated that the poll worker training should include a section that emphasizes the most common mistakes. Board members discussed several problems that had occurred at precincts, including distribution of the incorrect ballot style and incorrect

completion of the provisional envelope. Mr. Coffman agreed that he would highlight the important points to the poll workers in the training sessions. Board members discussed the availability of alternate Election Day poll workers. Mr. Coffman explained that waiting should be alleviated at the polls by the use of the paper poll book for standard registration and the use of the electronic poll book for exceptions and problems during registration.

Mr. Coffman stated that preparation of precinct supplies was in progress. The ballot would be produced after the candidate filing period is completed.

Other Business

Board members discussed their previous meeting concerning the 2012 Primary Election One-Stop Early Voting locations. Mr. Coffman explained two issues that were involved in the discussion of the WSSU Early Voting location. One matter involved voter registration and residency on college campuses. Another concern in the 2010 Election was the incidence of circulating political emails and giving class credit for voting on the WSSU campus. Secretary Flatow asked whether there were other possible locations near the WSSU campus for an Early Voting location. Mr. Coffman explained that staff had previously been unable to find another suitable site in the area. Demographic data should support the fact that the WSSU campus is a advantage as an Early Voting location to all voters residing in the area.

Chairman Sutton stated that perhaps the Board members should discuss extending the weekday General Election Early Voting hours at the Board of Elections office from 5:00 PM to 6:00 PM. The extension would benefit voters working and living in the area.

Mr. Coffman stated that Member Dills would be submitting an alternative 2012 Primary Election One-Stop Early Voting Plan.

Adjournment

Chairman Sutton moved and Secretary Flatow seconded the motion to adjourn the meeting. Motion carried. The meeting was adjourned at 6:05 PM. The next regular meeting of the Forsyth County Board of Elections will be held in the Cooper Cardwell Elections Room on March 13, 2012 at 5:30 PM.

Approved:

Linda J. Sutton, Chair

Date

Michael Flatow, Secretary

Date

Jonathan S. Dills, Member

Date

Attachments on File: 2008 Forsyth County Expenditure Financial Analysis Inquiry, 2012-2013 Board of Elections Budget