

**BUNCOMBE COUNTY BOARD OF ELECTIONS  
MINUTES OF MARCH 24, 2014**

THE BUNCOMBE COUNTY BOARD OF ELECTIONS MET ON MARCH 24<sup>TH</sup>, 2014 AT 4:15 PM IN THE LOBBY OF THE EMBASSY SUITES HOTEL IN CARY, NORTH CAROLINA WHERE AND WHEN THE FOLLOWING BUSINESS WAS TRANSACTED:

**MEMBERS PRESENT:**

Jay Watson, Chairman  
Bob Knapp, Secretary  
Lucy Smith, Member

**STAFF PRESENT:**

Trena Parker, Director

Bob Knapp motioned that the out-of-precinct voting locations be approved. Lucy Smith seconded with the motion passing unanimously.

Lucy Smith motioned that the BOE remote voting site be open until 7:00 p.m. on May 1<sup>st</sup> and May 2<sup>nd</sup>, 2014. Bob Knapp seconded with the motion passing unanimously.

The meeting adjourned at 4:22 p.m.

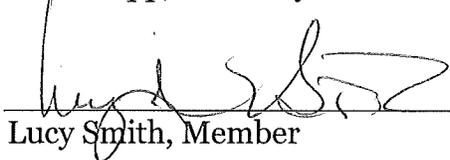


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Jay Watson, Chairman

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Bob Knapp, Secretary



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Lucy Smith, Member

Mailing Address:  
P.O. Box 27255  
Raleigh, NC 27611-7255

Phone: (919) 733-7173  
Fax: (919) 715-0135

**KIM WESTBROOK STRACH**  
*Executive Director*



# NORTH CAROLINA

## State Board of Elections

March 31, 2014

Trena Parker, Director  
Buncombe County Board of Elections  
P O Box 7468  
Asheville, NC 28802

RE: Request for out of precinct polling places

Dear Trena,

This office has received Buncombe County Board of Elections' request to establish voting places for precincts that are located outside that precinct's boundary. County Boards are required to obtain approval from the State Board of Elections for an out of precinct polling place pursuant to G.S. 163-130.1 *Out-of-precinct-voting-places*. Approval by the Executive Director of the county's proposed plan is conditioned upon the county board of elections' demonstrating the requirements stated in G.S. 163-130.1 (1)-(5). Your request is approved for the following out-of-precinct polling places:

<u>Precinct</u>	<u>Polling Place</u>
Precinct 13.1	Clavary Baptist Church
Precinct 23.3	Haw Creek Elementary School
Precinct 5.1	Grace Covenant Presbyterian Church

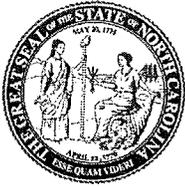
Adequate notification and publicity are required so that voters are aware of the out of precinct polling location. This approval is effective only for one primary, second primary and general election and must be reevaluated by the county board of elections and the Executive Director annually to determine whether it is still the only available alternative for that precinct.

As a reminder, you will need to update all polling place information and pictures in SEIMS via VoterView to be used on the SBE website.

Sincerely,

A handwritten signature in cursive script that reads "Kim W. Strach".

Kim W. Strach  
Executive Director



# NORTH CAROLINA

## State Board of Elections

Mailing Address:  
P.O. Box 27255  
Raleigh, NC 27611-7255

Phone: (919) 733-7173  
Fax: (919) 715-0135

**KIM WESTBROOK STRACH**  
Executive Director

March 31, 2014

Buncombe County Board of Elections  
Ms. Trena Parker, Director  
35 Woodfin St.  
Asheville, NC 28801

Dear Director,

Your Implementation Plan for the May 2014 Primary has been approved.

<input type="checkbox"/>	Alternative site in lieu of County Board of Elections (located at a separate property)	
<input checked="" type="checkbox"/>	At the CBE office (or alternate site in lieu of the CBE office), extended hours beyond regular business hours	
<input checked="" type="checkbox"/>	Additional sites	
<input checked="" type="checkbox"/>	A request for a reduction in the number of required hours, under G.S. § 163-227.2(g3), was granted by the State Board of Elections	
<input type="checkbox"/>	The schedule was set by the State Board of Elections because the County Board of Elections could not unanimously agree upon an Implementation Plan	
Total number of sites (including CBE office or alternate site in lieu of the CBE office)		<b>8 sites</b>
Total number of cumulative hours of all sites combined		<b>568 hours</b>

This schedule may now be entered into One-Stop System Manager (this is the same procedure followed in 2012 and 2013).

Any modifications to this schedule as submitted must be approved by the State Board of Elections.

Kim Strach  
Executive Director

# North Carolina State Board of Elections One-stop Implementation Plan Form 5/6/14 Primary

**INSTRUCTIONS:** Please complete the first two pages of this form, and continue past Page 2 if your county is operating additional one-stop sites. After entering in each day's number of hours, this form will automatically calculate the total cumulative hours of one-stop voting offered for this primary. This form can be completed electronically and saved with your information entered. After the County Board of Elections has voted on the Implementation Plan, you may either print it out for the County Board Members to sign, or you may attach a resolution signed by all County Board Members.

County

This plan covers the CBE office (or nearby alternate site in lieu of the CBE office), plus  additional sites.

## Voting system

Type of voting system used at one-stop sites

## One-stop voting site workers

Confirm that workers at all sites are adequately trained (per G.S. 163-227.2(g)).

## Election observers

Confirm that political party observers will be allowed at one-stop sites per G.S. 163-45.

## Emergency and back-up plans

Confirm that the County Board of Elections has established procedures in the event of an emergency, power outage, etc.

## County Board approval

Date of meeting in which this Implementation Plan was considered

**Plan is unanimously approved by the County Board of Elections**

### Signatures

Chair John D. Watson, III

Secretary Robert W. Knapp

Member Lucy Smith

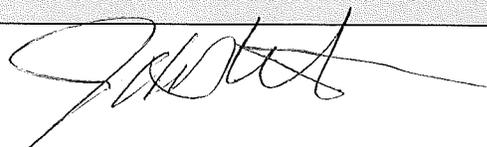
Director  
Trena D. Parker

**Plan is not unanimous**

Name of County Board Member(s) petitioning the State Board to consider this proposed Implementation Plan

Total cumulative hours of one-stop voting at all sites for this Primary

This number will be automatically calculated based on the number of hours entered on the following pages.



**Site information: CBE Office Site (or nearby alternate site in lieu of the CBE office)**

Name of building  Type of building   
 Street address  Suite/room name   
 City  Zip code   This site is in lieu of the CBE office (in a different building)

Is the building public or government-owned? (Supported or maintained, in whole or in part, by tax revenues)   
 If the above answer is "no", confirm that other equally suitable sites were not available, and confirm that the use of the site chosen will not unfairly advantage or disadvantage geographic, demographic, or partisan interests of the county.

**Accessibility**

Confirm that the site continues to be accessible according to ADA standards (if explanation is needed and has not already been provided to SBE, please attach)  Check here if this is a new one-stop site and attach documentation confirming that the facility was inspected for accessibility according to ADA standards

**Security of ballots, equipment, and materials**

Confirm that voting equipment, ballots and other materials will be secure during closed hours. **Check all that apply:**  
 Locks are changed to rooms where equipment/materials are stored during closed hours  
 Ballots are returned to the CBE office daily  
 Materials are stored in locked cabinets or storage lockers

**Voting equipment**

Number of SOSA computers   
 SOSA connection mode:

**Number of voting stations**

IvoTronics: ADA-accessible  Non-ADA-accessible   
 Voting booths: Standard height  Wheelchair-accessible   
 AutoMark station(s)  Number of curbside voting spots

**Schedule for the CBE office (or nearby alternate site)**

Select the open time, close time, and the number of hours open for each day of operation.

Thursday, 4/24/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Friday, 4/25/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Saturday, 4/26/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Sunday, 4/27/14	Open	<input type="text"/>	Close	<input type="text"/>	Total hours for day	<input type="text"/>
Monday, 4/28/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Tuesday, 4/29/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Wednesday, 4/30/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Thursday, 5/1/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="07:00 PM"/>	Total hours for day	<input type="text" value="11"/>
Friday, 5/2/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="07:00 PM"/>	Total hours for day	<input type="text" value="11"/>
Saturday, 5/3/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="01:00 PM"/>	Total hours for day	<input type="text" value="5"/>

Enter hours totals as numbers rounded to the nearest quarter. For example, if the site is open for 8 hours and 45 minutes, enter 8.75.

**Total hours for CBE office site**

This number will be automatically calculated based on the number of hours entered for each day in the area to the left.

# North Carolina State Board of Elections One-stop Implementation Plan Form 5/6/14 Primary

**INSTRUCTIONS:** Please complete the first two pages of this form, and continue past Page 2 if your county is operating additional one-stop sites. After entering in each day's number of hours, this form will automatically calculate the total cumulative hours of one-stop voting offered for this primary. This form can be completed electronically and saved with your information entered. After the County Board of Elections has voted on the Implementation Plan, you may either print it out for the County Board Members to sign, or you may attach a resolution signed by all County Board Members.

County

This plan covers the CBE office (or nearby alternate site in lieu of the CBE office), plus  additional sites.

## Voting system

Type of voting system used at one-stop sites

## One-stop voting site workers

Confirm that workers at all sites are adequately trained (per G.S. 163-227.2(g)).

## Election observers

Confirm that political party observers will be allowed at one-stop sites per G.S. 163-45.

## Emergency and back-up plans

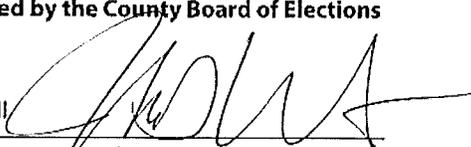
Confirm that the County Board of Elections has established procedures in the event of an emergency, power outage, etc.

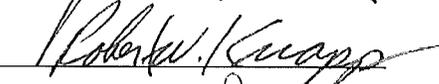
## County Board approval

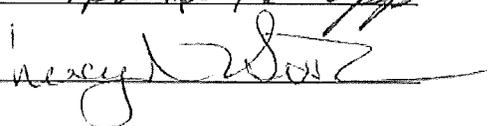
Date of meeting in which this Implementation Plan was considered

Plan is unanimously approved by the County Board of Elections

### Signatures

Chair John D. Watson, III 

Secretary Robert W. Knapp 

Member Lucy Smith 

Director Trena D. Parker 

Plan is not unanimous

Name of County Board Member(s) petitioning the State Board to consider this proposed Implementation Plan

Total cumulative hours of one-stop voting at all sites for this Primary

This number will be automatically calculated based on the number of hours entered on the following pages.

## Site information: CBE Office Site (or nearby alternate site in lieu of the CBE office)

Name of building  Type of building

Street address  Suite/room name

City  Zip code   **This site is in lieu of the CBE office** (in a different building)

**Is the building public or government-owned?** (Supported or maintained, in whole or in part, by tax revenues)

If the above answer is "no," confirm that other equally suitable sites were not available, and confirm that the use of the site chosen will not unfairly advantage or disadvantage geographic, demographic, or partisan interests of the county.

### Accessibility

**Confirm that the site continues to be accessible according to ADA standards** (if explanation is needed and has not already been provided to SBE, please attach)

**Check here if this is a new one-stop site** and attach documentation confirming that the facility was inspected for accessibility according to ADA standards

### Security of ballots, equipment, and materials

**Confirm that voting equipment, ballots and other materials will be secure during closed hours.**

#### Check all that apply:

Locks are changed to rooms where equipment/materials are stored during closed hours

Ballots are returned to the CBE office daily

Materials are stored in locked cabinets or storage lockers

### Voting equipment

Number of SOSA computers

SOSA connection mode:

### Number of voting stations

IvoTronics: ADA-accessible  Non-ADA-accessible

Voting booths: Standard height  Wheelchair-accessible

AutoMark station(s)  Number of curbside voting spots

### Schedule for the CBE office (or nearby alternate site) Select the open time, close time, and the number of hours open for each day of operation.

Thursday, 4/24/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Friday, 4/25/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Saturday, 4/26/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Sunday, 4/27/14	Open	<input type="text"/>	Close	<input type="text"/>	Total hours for day	<input type="text"/>
Monday, 4/28/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Tuesday, 4/29/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Wednesday, 4/30/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Thursday, 5/1/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Friday, 5/2/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="10"/>
Saturday, 5/3/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="01:00 PM"/>	Total hours for day	<input type="text" value="5"/>

Enter hours totals as numbers rounded to the nearest quarter. For example, if the site is open for 8 hours and 45 minutes, enter 8.75.

#### Total hours for CBE office site

This number will be automatically calculated based on the number of hours entered for each day in the area to the left.

# Site information: Additional Site 1

Name of building  Type of building

Street address  Suite/room name

City  Zip code

Is the building public or government-owned? (Supported or maintained, in whole or in part, by tax revenues)

If the above answer is "no," confirm that other equally suitable sites were not available, and confirm that the use of the site chosen will not unfairly advantage or disadvantage geographic, demographic, or partisan interests of the county.

## Accessibility

Confirm that the site continues to be accessible according to ADA standards (if explanation is needed and has not already been provided to SBE, please attach)

Check here if this is a new one-stop site and attach documentation confirming that the facility was inspected for accessibility according to ADA standards

## Security of ballots, equipment, and materials

Confirm that voting equipment, ballots and other materials will be secure during closed hours.

**Check all that apply:**

Locks are changed to rooms where equipment/materials are stored during closed hours

Ballots are returned to the CBE office daily

Materials are stored in locked cabinets or storage lockers

## Voting equipment

Number of SOSA computers

SOSA connection mode:

## Number of voting stations

IvoTronics: ADA-accessible  Non-ADA-accessible

Voting booths: Standard height  Wheelchair-accessible

AutoMark station(s)  Number of curbside voting spots

## Schedule for additional site(s) Select the open time, close time, and the number of hours open for each day of operation.

Thursday, 4/24/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Friday, 4/25/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Saturday, 4/26/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Sunday, 4/27/14	Open	<input type="text"/>	Close	<input type="text"/>	Total hours for day	<input type="text"/>
Monday, 4/28/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Tuesday, 4/29/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Wednesday, 4/30/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Thursday, 5/1/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Friday, 5/2/14	Open	<input type="text" value="10:00 AM"/>	Close	<input type="text" value="06:00 PM"/>	Total hours for day	<input type="text" value="8"/>
Saturday, 5/3/14	Open	<input type="text" value="08:00 AM"/>	Close	<input type="text" value="01:00 PM"/>	Total hours for day	<input type="text" value="5"/>

Enter hours totals as numbers rounded to the nearest quarter. For example, if the site is open for 8 hours and 45 minutes, enter 8.75.

This schedule will apply to all additional sites. If your county has multiple additional sites, the total hours below will be multiplied by the number of additional sites.

**Total hours for each additional site:**

This number will be automatically calculated based on the number of hours entered for each day in the area to the left.

## Site information: Additional Site 2

Name of building  Type of building

Street address  Suite/room name

City  Zip code

Is the building public or government-owned? (Supported or maintained, in whole or in part, by tax revenues)

If the above answer is "no," confirm that other equally suitable sites were not available, and confirm that the use of the site chosen will not unfairly advantage or disadvantage geographic, demographic, or partisan interests of the county.

### Accessibility

Confirm that the site continues to be accessible according to ADA standards (if explanation is needed and has not already been provided to SBE, please attach)

Check here if this is a new one-stop site and attach documentation confirming that the facility was inspected for accessibility according to ADA standards

### Security of ballots, equipment, and materials

Confirm that voting equipment, ballots and other materials will be secure during closed hours.

#### Check all that apply:

- Locks are changed to rooms where equipment/materials are stored during closed hours
- Ballots are returned to the CBE office daily
- Materials are stored in locked cabinets or storage lockers

### Voting equipment

Number of SOSA computers   
SOSA connection mode:

### Number of voting stations

IvoTronics: ADA-accessible  Non-ADA-accessible   
Voting booths: Standard height  Wheelchair-accessible   
AutoMark station(s)  Number of curbside voting spots

### Site information: Additional Site 3

Name of building  Type of building

Street address  Suite/room name

City  Zip code

Is the building public or government-owned? (Supported or maintained, in whole or in part, by tax revenues)

If the above answer is "no," confirm that other equally suitable sites were not available, and confirm that the use of the site chosen will not unfairly advantage or disadvantage geographic, demographic, or partisan interests of the county.

### Accessibility

Confirm that the site continues to be accessible according to ADA standards (if explanation is needed and has not already been provided to SBE, please attach)

Check here if this is a new one-stop site and attach documentation confirming that the facility was inspected for accessibility according to ADA standards

### Security of ballots, equipment, and materials

Confirm that voting equipment, ballots and other materials will be secure during closed hours.

### Check all that apply:

Locks are changed to rooms where equipment/materials are stored during closed hours

Ballots are returned to the CBE office daily

Materials are stored in locked cabinets or storage lockers

### Voting equipment

Number of SOSA computers

SOSA connection mode:

### Number of voting stations

IvoTronics: ADA-accessible  Non-ADA-accessible

Voting booths: Standard height  Wheelchair-accessible

AutoMark station(s)  Number of curbside voting spots

## Site information: Additional Site 4

Name of building  Type of building

Street address  Suite/room name

City  Zip code

Is the building public or government-owned? (Supported or maintained, in whole or in part, by tax revenues)

If the above answer is "no," confirm that other equally suitable sites were not available, and confirm that the use of the site chosen will not unfairly advantage or disadvantage geographic, demographic, or partisan interests of the county.

### Accessibility

Confirm that the site continues to be accessible according to ADA standards (if explanation is needed and has not already been provided to SBE, please attach)

Check here if this is a new one-stop site and attach documentation confirming that the facility was inspected for accessibility according to ADA standards

### Security of ballots, equipment, and materials

Confirm that voting equipment, ballots and other materials will be secure during closed hours.

#### Check all that apply:

Locks are changed to rooms where equipment/materials are stored during closed hours

Ballots are returned to the CBE office daily

Materials are stored in locked cabinets or storage lockers

### Voting equipment

Number of SOSA computers

SOSA connection mode:

### Number of voting stations

IvoTronics: ADA-accessible  Non-ADA-accessible

Voting booths: Standard height  Wheelchair-accessible

AutoMark station(s)  Number of curbside voting spots

## Site information: Additional Site 5

Name of building  Type of building

Street address  Suite/room name

City  Zip code

Is the building public or government-owned? (Supported or maintained, in whole or in part, by tax revenues)

If the above answer is "no," confirm that other equally suitable sites were not available, and confirm that the use of the site chosen will not unfairly advantage or disadvantage geographic, demographic, or partisan interests of the county.

### Accessibility

Confirm that the site continues to be accessible according to ADA standards (if explanation is needed and has not already been provided to SBE, please attach)

Check here if this is a new one-stop site and attach documentation confirming that the facility was inspected for accessibility according to ADA standards

### Security of ballots, equipment, and materials

Confirm that voting equipment, ballots and other materials will be secure during closed hours.

#### Check all that apply:

Locks are changed to rooms where equipment/materials are stored during closed hours

Ballots are returned to the CBE office daily

Materials are stored in locked cabinets or storage lockers

### Voting equipment

Number of SOSA computers

SOSA connection mode:

### Number of voting stations

IvoTronics: ADA-accessible  Non-ADA-accessible

Voting booths: Standard height  Wheelchair-accessible

AutoMark station(s)  Number of curbside voting spots

## Site information: Additional Site 6

Name of building  Type of building   
Street address  Suite/room name   
City  Zip code

Is the building public or government-owned? (Supported or maintained, in whole or in part, by tax revenues)

If the above answer is "no," confirm that other equally suitable sites were not available, and confirm that the use of the site chosen will not unfairly advantage or disadvantage geographic, demographic, or partisan interests of the county.

### Accessibility

- Confirm that the site continues to be accessible according to ADA standards (If explanation is needed and has not already been provided to SBE, please attach)
- Check here if this is a new one-stop site and attach documentation confirming that the facility was inspected for accessibility according to ADA standards

### Security of ballots, equipment, and materials

Confirm that voting equipment, ballots and other materials will be secure during closed hours.

### Check all that apply:

- Locks are changed to rooms where equipment/materials are stored during closed hours
- Ballots are returned to the CBE office daily
- Materials are stored in locked cabinets or storage lockers

### Voting equipment

Number of SOSA computers   
SOSA connection mode:

### Number of voting stations

IvoTronics: ADA-accessible  Non-ADA-accessible   
Voting booths: Standard height  Wheelchair-accessible   
AutoMark station(s)  Number of curbside voting spots

## Site information: Additional Site 7

Name of building  Type of building

Street address  Suite/room name

City  Zip code

Is the building public or government-owned? (Supported or maintained, in whole or in part, by tax revenues)

If the above answer is "no," confirm that other equally suitable sites were not available, and confirm that the use of the site chosen will not unfairly advantage or disadvantage geographic, demographic, or partisan interests of the county.

### Accessibility

Confirm that the site continues to be accessible according to ADA standards (if explanation is needed and has not already been provided to SBE, please attach)

Check here if this is a new one-stop site and attach documentation confirming that the facility was inspected for accessibility according to ADA standards

### Security of ballots, equipment, and materials

Confirm that voting equipment, ballots and other materials will be secure during closed hours.

#### Check all that apply:

Locks are changed to rooms where equipment/materials are stored during closed hours

Ballots are returned to the CBE office daily

Materials are stored in locked cabinets or storage lockers

### Voting equipment

Number of SOSA computers

SOSA connection mode:

### Number of voting stations

IvoTronics: ADA-accessible  Non-ADA-accessible

Voting booths: Standard height  Wheelchair-accessible

AutoMark station(s)  Number of curbside voting spots