

**BUNCOMBE COUNTY BOARD OF ELECTIONS
MINUTES OF JANUARY 27, 2015**

THE BUNCOMBE COUNTY BOARD OF ELECTIONS MET ON JANUARY 27, 2015 AT 3:00 P.M., AT 35 WOODFIN STREET, MEETING ROOM #330, IN ASHEVILLE 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
Victoria Leyva, Staff

VISITORS: Jake Quinn

The meeting was called to order at 3:05 p.m.

Director Parker informed the Board that the County Manager denied the Board's request to view the property, and the lease for the new Board of Election's offices at 73 McDowell has been signed. The county administration will renovate the building to make it functional for the staff to move in which will be around the 1st of April. In July they will begin renovations on the back area of the building. Our supplies that are currently on the 3rd floor of the Allport building will now be stored in the new offices at 73 McDowell Street.

Director Parker provided the Board with the proposed 2015/2016 budget. She reviewed personnel adjustments included in the budget. Director Parker decreased the budget for overtime by a third. There is a slight increase for telephones, postage and office space rental because of the additional election. There is a \$91,000 decrease in ballot printing due to the ballot on demand printers. Secretary Knapp moved reject the budget as presented. Member Smith seconded and the motion carried.

At 3:31 p.m. Chairman Watson arrived to the meeting. Director Parker updated him on the move of our offices. Chairman Watson stated that he has concerns with the move and that it would appear that the Board's concerns with the move are not being heard by the County Manager. Secretary Knapp moved to have an environmental assessment done on the building prior to the staff occupying the building. The motion passed unanimously.

Chairman Watson stated that a budget cannot be submitted without being fully informed on the move to the new offices. He added that he would like to get more information from the county administration so the Board can intelligently submit a budget. The Board instructed Director Parker to add \$40,000 in maintenance and repair for any maintenance or repair issues that may arise with the new offices that might not be covered by the County. The Board instructed Director Parker to include \$25,000 to contracted services for the environmental assessment on the new office

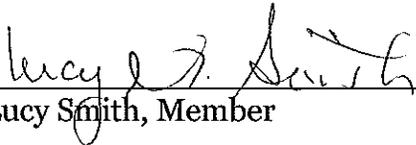
building. The Board also requested an increase of \$25,000 in office space rental for any space we may need to store our equipment and supplies. Secretary Knapp moved to approve the budget as amended. Chairman Watson seconded. Member Smith opposed. The motion passed.

The meeting adjourned at 4:10 p.m.



Jay Watson, Chairman

Bob Knapp, Secretary



Lucy Smith, Member