

BUNCOMBE COUNTY BOARD OF ELECTIONS
PROPOSED AGENDA for February 20, 2018
5:30 p.m.

- I. Welcome of Visitors
- II. Minutes Approval
- III. Voting Location Moves
- IV. One-Stop Plan for May 2018
- V. 2018/2019 Budget
- VI. Other Business
- VII. Adjourn

FEBRUARY 20, 2018

NAME

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March 6, 2018

NAME

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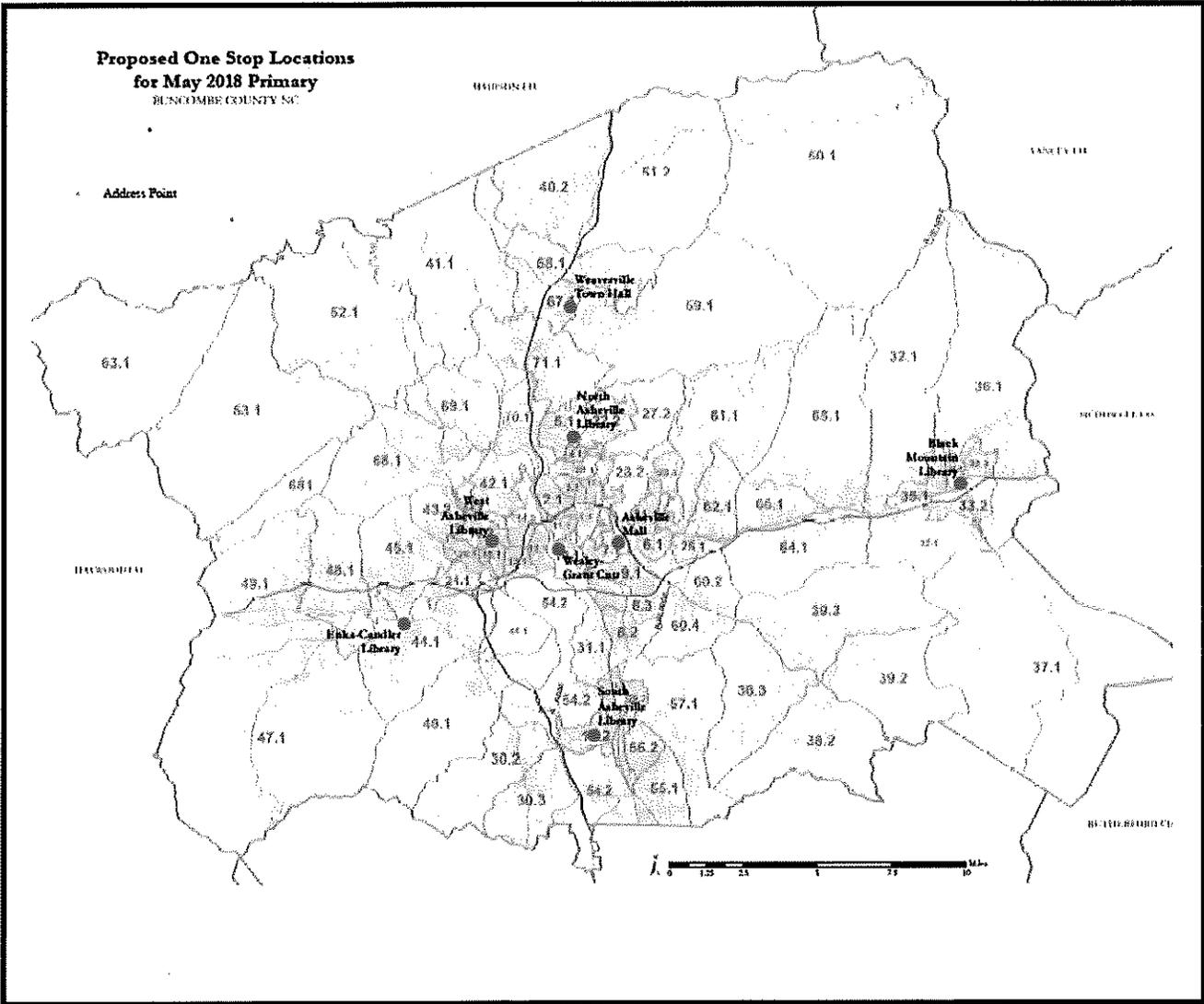
Able Allen

828-251-1333 ext. 154

2018 Primary - Proposed Early Voting Plan

Proposed Locations

- 1. Asheville Mall
- 2. Black Mountain Library
- 3. Enka-Candler Library
- 4. North Asheville Library
- 5. South Buncombe Library
- 6. Weaverville Town Hall
- 7. Wesley Grant Southside Ctr (in lieu of BOE - pending confirmation)
- 8. West Asheville Library



Proposed Hours of Operation (Cumulative hours = 505)

				Thursday 4/19	Friday 4/20	Saturday 4/21
				BOE Only 10:00 am - 6:00 pm	BOE Only 10:00 am - 6:00 pm	
Sunday 4/22	Monday 4/23	Tuesday 4/24	Wednesday 4/25	Thursday 4/26	Friday 4/27	Saturday 4/28
	BOE Only 10:00 am - 6:00 pm	BOE Only 10:00 am - 6:00 pm	All Sites 10:00 am - 6:00 pm			
Sunday 4/29	Monday 4/30	Tuesday 5/1	Wednesday 5/2	Thursday 5/3	Friday 5/4	Saturday 5/5
5 Libraries 1:00 pm to 6:00 pm	All Sites 10:00 am - 6:00 pm	All Sites 10:00 am - 6:00 pm	All Sites 8:00 am - 1:00 pm			

Buncombe County Board of Elections

Meeting Minutes

February 20, 2018

Opening

The scheduled meeting of the Buncombe County Board of Elections was called to order at 5:30 pm on February 20, 2018 at 77 McDowell Street, Asheville, NC 28801.

Present

Board Members-

Jay Watson, Chairman
Lucy Smith, Secretary
George Keller, Member

BOE Staff-

Trena Velez, Director
Neggy Fox
Jennifer Sparks
Victoria Leyva

Visitors-

(See attached)

Item One – Welcome Visitors

Item Two - Approval of Minutes – Kevin Roberts

- Member Keller motioned the minutes to be approved for November 17, 2017 and the motion passed unanimously.

Item Three – Voting Location Changes – Victoria Leyva

- Victoria presented the voting location change resolutions. (See attached)
- The Board reviewed the resolutions and entertained a motion to approve and sign each as followed:
 - 02202018A – 36.1 Montreat Conference Center be moved to the Black Mountain Baptist Church - Unanimous agreement
 - 08222017B – 71.1 Woodland Hills Baptist Church be moved to Weaverville United Methodist Church - Unanimous agreement
 - Staff member Leyva raised the issue that the campaign signs were not allowed at the church. The issue has been included in the resolution for the Board to sign.

Item Four – Early Voting Plan for May – Neggy Fox

- Staff member Sparks shared with the Board why it was advisable to adopt an Early Voting plan without delay. Mrs. Sparks reviewed the election calendar for the deadlines that must be met.

- Neggy presented the proposed plan for Early Voting.
 - The recommendation is for the early voting site at Wesley Grant to remain open all of Early Voting except for April 21st-22nd and April 29th. (April 19th – May 5th).
 - The recommendation is for 7 additional remote sites to open starting April 28th – May 5th except April 29th.
 - Sunday - April 29th 5 libraries will be open.
- Member Keller made a motion to adopt the plan as presented.
 - Unanimous approval for Early Voting plan.

Item Five – 2018/2019 Budget – Director Velez

- Director Velez recommended the 2018/2019 budget to the Board. (See attached) She shared that the budget included:
 - An extra \$30,000 for equipment.
 - Extra Board member.
- Member Keller motioned to approve the budget as presented and the Board approved unanimously.

Item Six – Other Business – Trena Velez

- Director Velez shared various office projects/happenings:
 - Timer for the Board meeting needs.
 - Upgrade to the interactive phone system.
 - Texting for 10-2-4 Election Day numbers.
 - Management workshop for Chief Judges.
 - Comprehensive data dashboard on website.
 - Meeting with the PR team to plan for 2020.

The meeting adjourned at 6:24 pm. The next meeting is to be determined, at 77 McDowell Street, Asheville, NC 28801.

Minutes submitted by: Kevin J. Roberts

Approved by:


Jay Watson, Chairman


Lucy Smith, Secretary

George Keller, Member