

BUNCOMBE COUNTY BOARD OF ELECTIONS  
PROPOSED AGENDA for April 2, 2018  
12:00 noon

- I. The Honorable Calvin Hill administers oath
- II. Election of Officers
- III. Next scheduled meeting April 17<sup>th</sup>
- IV. Adjourn

APRIL 2<sup>ND</sup> 2018

NAME

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# **Buncombe County Board of Elections**

## **Meeting Minutes**

**April 2, 2018**

### **Opening**

The scheduled meeting of the Buncombe County Board of Elections was called to order at 5:30 pm on April 2, 2018 at 77 McDowell Street, Asheville, NC 28801.

### **Present**

Board Members-

BOE Staff-

Lucy Smith, Chairman  
Jay Watson, Vice-Chairman  
Jake Quinn, Secretary  
Stephen G. Duncan, Member

John Noce  
Jennifer Sparks

Visitors-

(See attached)

### **Item One – Welcome Visitors**

### **Item Two – Honorable Calvin Hill Administers Oath**

- Chairman Watson introduced the Honorable Calvin Hill to the staff and visitors.
- Judge Hill administered the oath of office to Lucy Smith, John Jay Watson, Jake Quinn, and Stephen G. Duncan.

### **Item Three – Election of Officers**

- Chairman Watson informed the visitors that a Democrat on the Board will hold the position of Chairman, as directed by the statute, until July 2018.
  - Member Quinn nominated Member Smith and Member Duncan seconded.
  - Lucy Smith accepted the position of Chair of the Board.
- Member Watson informed the visitors that by statute there will be a Vice Chairman position.
  - Member Quinn nominated Member Watson and Member Duncan seconded.
  - John Jay Watson accepted the position of Vice Chairman.
- Vice Chairman Watson explained that the Secretary is to take minutes/notes during executive sessions and during Election Day.
  - Member Duncan nominated Member Quinn and Vice Chairman Watson seconded.

- o Jake Quinn accepted the position of Secretary.

**Item Four – Next scheduled meeting will be April 17<sup>th</sup>**

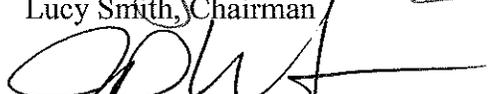
Chairman Smith informed the visitors that absentee consideration, machine testing, and expected jobs and duties of the Board will be discussed in the next Board meeting on April 17, 2018.

The meeting adjourned at 12:22 pm. The next meeting will be at 5:30 pm on April 17, 2018, at 77 McDowell Street, Asheville, NC 28801.

Minutes submitted by: Kevin J. Roberts

Approved by:

  
Lucy Smith, Chairman

  
Jay Watson, Vice-Chairman

  
Jake Quinn, Secretary

  
Stephen G. Duncan, Member