

BOARD OF ELECTIONS

Ken Raymond
Chairman

Stuart Russell
Secretary

Fleming El-Amin
Member



Tim Tsujii
Director

Lamar Joyner
Deputy Director

FORSYTH COUNTY BOARD OF ELECTIONS

Agenda

October 18, 2016 – 5 p.m.

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Comments
5. Approval of Absentee Ballots
6. Review of Re-Marked Absentee Ballots
7. Appointment of Election Observers
8. Review and Approval of Voting Equipment Testing
9. Approval of Meeting Minutes
10. Other Business
11. Closed Session (If needed)
12. Adjournment

FORSYTH COUNTY BOARD OF ELECTIONS
Meeting Minutes
October 18, 2016 – 5 p.m.

Meeting Called to Order

A meeting of the Forsyth County Board of Elections was called to order in the third floor meeting room on October 18, 2016 at 5:00 p.m., Chairman Raymond presiding.

Board Members in attendance: Chairman Ken Raymond, Secretary Stuart Russell, and Member Fleming El-Amin

Staff Members in attendance: Director Tim Tsujii, Deputy Director Lamar Joyner, Chris Duffey, Monica Gary and Kimberly Stuck

Other Staff: Lonnie Albright – Assistant County Attorney

Pledge of Allegiance

Chairman Raymond led the pledge of allegiance.

Moment of Silence

Chairman Raymond led a moment of silence.

Public Comments

Chairman Raymond noted no public speakers present for comments. Chairman Raymond called to close public comments; Member El-Amin motioned; Secretary Russell seconded the motion; **Motion carried unanimously.**

Approval of Absentee Ballots

Ms. Gary recommended 1356 Absentee ballots for approval and 37 for disapproval. Chairman Raymond called for questions or comments from the Board members. Secretary Russell requested a copy of the Absentee notebook. Member El-Amin motioned to accept staff recommendations, Secretary Russell seconded; **Motion carried unanimously.**

Review of Re-Marked Absentee Ballots

Director Tsujii presented the Board remarked Absentee ballots for their review. The Board reviewed the ballots for accuracy and in preparation for tabulation on election day.

Appointment of Election Observers

Director Tsujii presented the Board with 10 At-Large observer names for review and approval. Mr. Tsujii gave the Board an overview of the observer submission process. Director Tsujii noted that names of the approved observers would be submitted to the party chairs; with approved lists and name tags being provided to the judges. Member El-Amin motioned to approve the At-Large

list; Secretary Russell seconded; **Motion carried unanimously.**

Review and Approval of Voting Equipment Testing

Director Tsujii provided the voting equipment testing results for the Board's review. Chairman Raymond inquired if there were any notable issues with the equipment. Mr. Tsujii stated that two machines had been taken out of service; however, back up equipment was available. Member El-Amin motioned, Secretary Russell seconded; **Motion carried unanimously.**

Approval of Meeting Minutes

Chairman Raymond called for the approval of the minutes. Secretary Russell moved to approve the minutes for October 11, 2016. Member El-Amin seconded, **Motion carried unanimously.**

Other Business

Director Tsujii presented examples of the State Board of Election's and other Board FAQ web pages for the Board to consider. Mr. Tsujii gave an overview of what the Forsyth County Board of Elections FAQ page would look like with the updates. Chairman Raymond inquired if there were any questions. Member El-Amin inquired about removal of voter's after two federal elections. Director Tsujii confirmed that voter's were indeed removed if they had not voted in two federal elections and noted that notices are sent to voters. Chairman Raymond requested statutes be added to the FAQ page. Secretary Russell motioned to adopt changes to the Board of Election's FAQ page; Member El-Amin seconded; **Motion carried unanimously.**

Director Tsujii presented a new wait time tracker application for the Forsyth County Board of Election website to provide insight for the office and assist those in line to vote. Mr. Tsujii and Mr. Duffey provided a demonstration of the wait time tracker for the Board. Chairman Raymond inquired if any other counties were using a wait time tracker. Director Tsujii commented that Montgomery County, MD and Collins County, TX were using a different version of Forsyth's wait time tracker. Board discussed the dynamics of use. Chairman Raymond publically commended staff and MIS for the wait time site.

Member El-Amin requested that those enlisted to answer phones provide correct information to voters. Chairman Raymond noted that patience is needed.

Closed Session

Chairman Raymond inquired of need for closed session; none given.

Adjournment

Chairman Raymond called to adjourn; Member El-Amin motioned, Secretary Russell seconded; **Motion carried unanimously.** Meeting adjourned at 6:04 p.m.

Board of Election Meeting Minutes – October 18, 2016

Approved:

Ken Raymond, Chair

Date

Stuart Russell, Secretary

Date

Fleming El-Amin, Member

Date