

**STATE OF NORTH CAROLINA
COUNTY OF CARTERET
BOARD OF ELECTIONS
1702 Live Oak Street, Beaufort, NC 28516
SPECIAL MEETING
February 17, 2017
11:00 am**

I - Meeting Called to Order

The Carteret County Board of Elections met on this date for a special meeting. Board Secretary Jeanette Deese called the meeting to order at 11:00 am. Secretary Jeanette Deese, Member Marjorie Holland, and Director Sharon Lewis were present. Chair M. Sue Verdon was not present.

II – Corrections to and Finalizing the FY 2017/2018 Budget

Secretary Deese stated that in retrospect, the board should have reviewed the prior year's budget by line item and compared that side by side by line item to assist in determining the amounts to request in the FY 2017/2018 budget. Board and staff discussed the proposed budget submitted to Finance versus the budget approved in the February 9th board meeting.

The line item for Meetings, Conferences and Training was \$10,000 in the FY 2016/2017 budget and \$23,520 in the proposed budget as of February 9. The \$23,520 amount was based on four training sessions annually for six individuals. This was incorrect and should have been based on three training sessions annually for a total of \$15,000. Secretary Deese stated that she was probably in agreement with the changes made to the budget after the February 9 meeting, but the Board should have been made aware of these changes before the budget was submitted to Finance.

Maintenance and Repair Equipment – This line item was originally for \$27,399 in the February 9 proposal. The amount was amended to 42,350. The \$27,399 amount covers the AutoMarks and 650, but did not include any amount for the voting equipment the BOE is currently in the process of purchasing. The \$42,350 included the AutoMarks, 650, and the M100 tabulators that are being traded in for the new DS200s. The maintenance for the DS200s for the first year is included in the contract. After discussion, the board and staff agreed that the amount should be reduced to cover just the current equipment in the amount of \$27,400.

The total budget amount was \$401,212 based on the February 9th proposal. The adjusted final budget proposal total is \$386,262, resulting in a reduction of \$14,950.

Secretary Deese made a motion to amend the recommended proposed budget that was sent to finance by adjusting the figure for Meetings, Conference and Trainings from \$23,530 to \$15,000 and to amend the number for the Maintenance and Repair Equipment from \$42,350 to \$27,400. Member Holland seconded and the motion passed 3-0.

IX – Adjournment

There being no further business, the meeting adjourned at 12:55 pm.

Respectfully submitted,

M. Sue Verdon, Chair

Jeanette Deese, Secretary

Marjorie Holland, Member

Date Approved _____

Date Signed _____