

COUNTY OF CARTERET BOARD OF ELECTIONS
1702 Live Oak Street, Beaufort, NC 28516

SPECIAL MINUTES, April 3, 2019
9:00 am

I. Meeting Called to Order

Chair Rick Heal called the meeting to order at 9:00 am. Vice Chair Jeanette Deese, Secretary Dale Gillikin, Member Marjorie Holland and Member Susie Cuthrell, Interim Director Margot Burke and Interim Deputy Director Shawne Southard were present.

II. Approval of Agenda

Chair Heal made a motion to amend the agenda to include g. – approval of credit cards and h. – State Board information. Seconded by Secretary Gillikin. Motion passed unanimously. Approval of the March 22, 2019 minutes will be approved at next meeting.

III. Directors Report

- a. Discussion of the precinct change of Marshallberg precinct to be temporarily moved to the Smyrna Pentecostal church. Secretary Dale made a motion for the one time use of the church and payment to the church of \$100.00. Seconded by Member Holland. Motion passed unanimously.
- b. Discussion about the Stella precinct not having enough workers. Member Holland recommends to combine Pelitier and Stella site. Chair Heal made a motion to continue to look for poll workers for Stella and if none are to be found implement plan B to combine Pelitier and Stella. Secretary Gillikin Seconded. Motion passed 4-1 with Member Holland dissenting.
- c. Interim Director Burke reported to the board that 2 One-Stop classes have been held training 27 poll workers for One-Stop and 4 Election Day training classes have been held training 74 poll workers for Election day.
- d. Absentee Voting update 8 absentee ballots have been returned; 29 absentee ballots have been requested either by phone or in person and three have been requested by e-mail. A total number of 32 ballots have been sent out.
- e. Board was updated as to upcoming important dates.
- f. Interim Director Burke gave the Board the Annual Fire Inspection results. Interim Director Burke will follow-up on making sure changes are made to get up to code within 30 days.
- g. Discussion was had over the credit card, and the need to increase the limit and issue a card to Interim Deputy Director Southard as the BOE will need the additional funds for the new board member and the upcoming numerous elections. Secretary Gillikin made a motion to have the Carteret County Finance Department issue a credit card to Interim Deputy Director Southard in the amount of \$2000.00 and up the limit of Interim Director Burke's credit card from \$2,000.00 to \$4,000.00. Seconded by Member Cuthrell. Motion passed unanimously.

IV. Board Comments

Vice Chair Deese stated that she would be contacting Pat Joyce regarding getting republican poll workers and Chair Heal stated he would contact Dennis Litalien regarding getting democrat poll workers.

V. Closed Session – Personnel, NCGS §143-318.11 (6)

Motion was made by Secretary Gillikin to go into closed session pursuant to NCGS 143-318.11 for the permitted purpose of discussing confidential information. Member Cuthrell seconded. Motion passed unanimously.

VI. Adjournment

Upon return to open session, a motion was made by Member Cuthrell to adjourn, Vice Chair Deese seconded. Motion passed unanimously.

Rick Heal, Chair

Jeanette Deese, Vice Chair

Dale Gillikin, Secretary

Marjorie Holland, Member

Susie Cuthrell, Member