

COUNTY OF CARTERET BOARD OF ELECTIONS
1702 Live Oak Street, Beaufort, NC 28516
Regular Meeting Minutes, May 6, 2020
9:00AM

I. Meeting Called to Order

Chair Susan Cuthrell called the meeting to order at 9:00AM.

Board Members Present through Zoom: Chair Susan Cuthrell, Vice Chair Jeanette Deese, Secretary Dale Gillikin, Member Marjorie Holland, and Member Gerald Godette

Staff Members Present through Zoom: Director Caitlin Sabadish and Deputy Director Margot Burke

II. Approval of Agenda

Secretary Gillikin made a motion to approve the agenda as amended to remove the discussion of personnel under the item VII closed session. Vice Chair Deese seconded the motion and the motion was passed unanimously.

III. Public Comment

No comments made by the public.

IV. Approval of Minutes

Member Godette made a motion to approve the minutes from the April 1, 2020 regular meeting as amended. Vice Chair Deese seconded the motion and the motion was passed unanimously.

V. Directors Report

a. Budget Updates

Director Sabadish explained that there were no new updates with the budget. The finance department is behind schedule due to the impacts of COVID-19 and constant revisions of revenue line items. There has been no discussion of delaying the deadline for budget approval at this time. Director Sabadish agreed to make the Board aware of any budget updates or discussions.

b. Precinct Project Submission

Director Sabadish explained that all documents required by the State for combining the Indian Beach/Salter Path precinct with the Pine Knoll Shores precinct and the Atlantic/Sea Level precinct with the Cedar Island precinct were submitted to the State on April 15, 2020. Neil Baddour advised Director Sabadish that it may take up to a month before the combining of precincts is approved by the Executive Director. There were no updates regarding the precinct project at this time, but Director Sabadish agreed to keep the Board updated.

VI. Board Comments

Chair Cuthrell opened the floor for Board comments. No action was required by the Board.

Member Holland

Member Holland inquired about the potential Cape Carteret referendum concerning completion of a nature trail. Director Sabadish informed the Board that there had been no additional inquires since the initial conversation. Member Holland advised that a referendum such as this is typically guided by the town attorney and town council.

Member Holland inquired on any budget delays. Director Sabadish stated that she had not heard of any postponements or delays of budget approval. Vice Chair Deese inquired as to the amount that was budgeted for the small equipment line item for the FY20-21. Director Sabadish informed that Board that \$135,000.00 has been budgeted for small equipment for the purpose of purchasing new voting equipment.

Member Holland expressed her concerns that county tax revenue may be diminished due to COVID-19 and the lack of tourism during this time, which could impact the Board of Election's budget overall.

Vice Chair Deese

Vice Chair Deese commented on a potential School Board referendum and asked if the office had received any inquires on this topic. Director Sabadish informed the Board that Rachel Hammer, from the County Manager's office, inquired about the deadline to submit a referendum. Director Sabadish informed her that the deadline to submit referenda is August 5, 2020 and that she had not received any additional inquires or information about a School Board referendum.

Chair Cuthrell

Chair Cuthrell surveyed the Board and determined that the next regularly scheduled meeting on June 3, 2020 should be held in person with social distancing measures in place. Chair Cuthrell also asked that staff reserve the program room for upcoming Board meetings on June 3, 2020, July 1, 2020, and August 5, 2020.

VII. Closed Session for the purpose of discussing confidential information in accordance with § NCGS 143-318.11 (a)(1)(6)

Secretary Gillikin made a motion to move into closed session pursuant to § NCGS 143-318.11(a)(1)(6) for the permitted purpose of discussing confidential information. Chair Cuthrell seconded the motion and the motion was passed unanimously.

Secretary Gillikin made a motion to approve the closed session minutes from the April 1, 2020 closed session meeting. The motion was seconded by Chair Cuthrell and the motion was passed unanimously.

VIII. Return to Open Session

Vice Chair Deese made a motion to return to open session. This motion was seconded by Secretary Gillikin and the motion was passed unanimously.

IX. Adjournment

Secretary Gillikin made a motion to adjourn the meeting. The motion to adjourn was seconded by Chair Cuthrell and the motion was passed unanimously.

Susan Cuthrell, Chair

Jeanette Deese, Vice Chair

Dale Gillikin, Secretary

Marjorie Holland, Member

Gerald Godette, Member