

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

Swearing In and Special Meeting, March 1, 2019
9:00 am – Time Change to 9:30 am

I. Swearing in of Board Members

Chair Rick Heal, Jeanette Deese, Amy Holland, Dale Gillikin and Susie Cuthrell were sworn in by Ken Raper Carteret County Clerk of Superior Court as our new 2019 – 2021 Board of Elections

II. Selection of Vice-Chair

It was motioned that Jeanette Deese be Vice-Chair and motion passed unanimously.

III. Selection of Secretary

It was motioned that Dale Gillikin be Secretary and motion passed unanimously.

IV. Call to Order by Chair

Chair Heal called the meeting to order with Vice-Chair Deese, Member Holland, Secretary Gillikin, Member Cuthrell, Rene Hawthorne, Don Hoss, Jackie Starkey of the Carteret County News-Times, Deputy Director Margot Burke and Director Steve Hines present.

V. Approval of Agenda

Secretary Gillikin made a motion to approve the agenda and Member Holland seconded it. Motion passed unanimously.

VI. Minutes

a. 11/5/2018

Vice-Chair Deese asked to identify meetings at the top of minutes as to whether they are Regular or Special Meetings.

b. 11/6/2018

Regular meeting; add #8 Sample Audit list names of precincts audited and the names of the people that audited.

c. 11/14/2018

Special meeting; add #3 See attachment, #4 See attachment and #7 See attachment.

d. 11/16/2018

Canvass; add #4 See attachment and #6 See attachment.

e. 11/30/2018

No additions.

Secretary Gillikin made a motion to approve amended minutes and Vice-Chair Deese seconded it. Motion passed unanimously.

VII. Public Comments

Rene Hawthorne expressed how happy and excited she was about the new Board and appreciates all your time.

Don Hoss spoke about renaming the Otway/Straits/Bettie Precinct to add Gloucester.

VIII. Director's Report

a. Budget Update – Director Hines talked about using this fiscal year's budget to purchase signs and voting booths along with other supplies for Elections.

Member Holland talked about having more ID cameras above the one the State is providing. Director Hines explained we have no information from the State regarding ordering extra equipment. Beautification of the lobby was brought up and putting sound boards up.

b. Proposed Budget; See attachment. Secretary Gillikin made a motion to approve the proposed budget and Member Cuthrell seconded it. Motion passed unanimously.

c. Photo ID Update; nothing new.

d. Special Election for US House District 3

Discussed One-Stop and Election Day Sites; Member Holland made a motion to have 3 sites open starting Wednesday, April 10th and ending on Saturday, April 27th, and having all 28 precincts open on

April 30th Vice-Chair Deese seconded. Discussion ensued; Secretary Gillikin then made a motion to hold a public input meeting regarding One-Stop locations on March 6th at 9am and Member Curthrell seconded. Motion passed unanimously.

Secretary Gillikin made a motion to make first Wednesday of every month the regular meetings at 9am, Vice-Chair Deese seconded. Motion passed unanimously.

- e. Municipal update; nothing new.
- f. Polling place name change request; Ms. Hawthorne asked to have Gloucester added to Otway/Straits/Bettie precinct. Member Cuthrell made a motion to pursue adding Gloucester to the precinct name by Director Hines contacting the State on how to change it, Member Holland seconded. Motion passed unanimously.
- g. Conference Update for March 31-April 2; Director Hines suggested this conference was not going to be that big of a deal to miss since we have a special election coming up.
- h. Director's Duties; Secretary Gillikin made a motion to approve the Director's Duties with update to Hiring and Firing procedures (giving the Director the approval to hire/fire). Motion was not seconded. Discussion ensued. It was stated that a few years back the Board took that off the Duty of the Director so that only the Board could Hire/Fire employees. It was noted that Clerks can be fired with no notice or reason. Member Holland made a motion to approve the Director's Duties after eliminating the paragraph regarding Hiring and Firing, Vice-Chair seconded. The motion was passed 4-1 with Secretary Gillikin dissenting.
- i. Security Update
 - i. Homeland Security – March 12, 2019; Director Hines stated that they would be here to give a report on how our office stands.
 - ii. Office Security

IX. Other Business

X. Board Comments

Chair Heal reminded everyone to be careful when using Social Media; even liking something can look improper.

Debrief on Poll workers went well with a lot of good, constructive information to use.

Member Holland stated that before any election the board is to get a list of all poll workers as well as a copy of the training manual.

Vice-Chair Deese gave kudos to the staff with getting in compliance with retention of records.

Chair Heal thanked the board for all their work.

Member Holland asked if there was any news on the subpoena; Director Hines said nothing new.

XI. Adjournment

With no other business before the Board, Chair Heal adjourned.

Rick Heal, Chair

Jeanette Deese, Vice Chair

Dale Gillikin, Secretary

Marjorie Holland, Member

Susie Cuthrell, Member