

BOARD OF ELECTIONS AND VOTER REGISTRATION OF JASPER COUNTY

BOARD MEETING MINUTES – MARCH 9, 2017

**Revised April 14, 2017*

PRESENT: Chairman Joseph Arzillo; Vice Chairperson Pamela M. Williams; Mr. Carl Tyler; Mr. Timothy Crosby; Mr. Rodney Catterton; Mrs. Denise Davidson; Ms. Carrie Fair; Ms. Regenia Scott; Mr. John Kemp and Director Jeanine Bostick.

ABSENT: None

The meeting was called to order by Chairman Arzillo.

INVOCATION: Mr. Timothy Crosby.

Pledge of Allegiance by all.

APPROVAL OF AGENDA: Motioned by Mrs. Davidson, seconded by Mrs. Scott to approve the agenda for tonight's meeting. Motion carried unanimously.

APPROVAL OF MINUTES: Motioned by Mrs. Davidson, seconded by Mr. Crosby to approve the minutes from the February 9, 2017 Board minutes changing the word in the first sentence under *approval of agenda* from "*tabling the report from the committee regarding the 2016 General Election Letters of Concern*" to read as follow: "*postponing the report from the committee regarding the 2016 General Election Letters of Concern*".

PUBLIC COMMENTS: None.

EXECUTIVE SESSION: Motioned by Vice Chairperson Williams and seconded by Mrs. Scott to go into Executive Session re: Time Cards. Motioned by Mrs. Scott and seconded by Vice Chairperson Williams to return out of Executive Session. Both motions carried unanimously. Chairman Arzillo announced no motions taken while in Executive Session.

NEW BUSINESS: Discussion of Absentee/Provisional Ballot Procedures: Mr. Kemp stated he would like to prepare and submit a letter to the legislators asking for a change in the Absentee Law to read as follow: "if a Voter receives his/her paper Absentee ballot via mail and decides not to use the paper Absentee ballot but chooses to go to his/her precinct on Election Day the Voter should be allowed to surrender the paper Absentee ballot to the Poll Manager at their precinct and the Voter is then allowed to vote a paper Provisional ballot and the Voter won't have to drive to the Voter Registration Office to return the paper Absentee ballot before being allowed to vote". Mr. Kemp stated he has already sent a letter to the legislators as a concern citizen on this matter and would like to have the Board as a whole do the same. After much discussion it was decided that Mr. Kemp would draft a letter on the Board behalf.

OLD BUSINESS: Director's Job Description: *Chairman Arzillo opened the floor for discussion on revising the Director's job description. Chairman Arzillo stated he would like to call for a motion from the Board as follow: "is the Board going to make changes to the Director's job description or continue to look at changes to the Director's job description at this time". Chairman Arzillo stated this does not mean the job description can't be looked at in the future, but we need to decide if we are going to look at it at this time, and is the Board going to leave it as is or change it. Mrs. Davidson stated she wasn't aware a request was made at the February's meeting to meet again as a Committee to review changes that were made after the first workshop. Vice Chairperson Williams stated as a Board we should have never allowed any revisions to the Director's job description because this Board never agreed as a Board to do so. Chairman Arzillo called for the following motion "does the Board want to review and make changes to the Director's job description? There would be a chance for a second motion if the first motion failed. Mr. Kemp offered the motion and seconded by Mrs. Davidson. A vote YES means the Board wants to continue and a vote NO means the Board does not want to continue. Discussion: Mr. Catterton asked does the full Board have the differences of what the State and County job descriptions are and the Board needed to review that before any decision is made. Mrs. Scott commented that the full Board received a copy of the State and County job descriptions via email and in their Board packet for tonight's meeting. Mr. Kemp stated he wanted to modify his motion as follow: The Board does not want to continue with this path to change the Director's job description. Mr. Crosby commented Mr. Kemp's motion could not be modified after hearing a second on the original motion. Chairman Arzillo clarified the motion to the Board as stated originally by Mr. Kemp. A verbal vote count was taken, Mrs. Davidson, yes; Ms. Fair, yes; Mr. Crosby, no; Mr. Kemp, no; Chairman Arzillo, no; Vice Chairperson Williams, no, Mrs. Scott, no; Mr. Catterton, no and Mr. Tyler, no. Total vote: (2) Yes and (7) No. Motion carried 7 No's and 2 Yes'. The Director's job description will not be reviewed for revision at this time. Ms. Fair asked does this mean this topic couldn't be brought up for discussion at a later time. Chairman Arzillo stated it won't come up at this time, but could be looked at a later time. *(Revised April 14, 2017)

POLL WORKER'S APPLICATION: Vice Chairperson Williams stated she, Mrs. Davidson and Ms. Fair met at the office, reviewed and proposed changes to the poll workers application as outlined in your packet. The Director requested a copy of the proposed changes. It was decided the Board would review, discuss and vote on changes at the next meeting.

DIRECTOR'S REPORT: The Director informed the Board we are in need of additional voting machines we currently have 68 voting machines and need 12 additional machines to ensure we are in compliance with the required amount for all elections. The Director informed the Board the following options rental is \$515 per machine plus \$25 shipping. A refurbish voting machine cost \$1995. It was decided by the Board to amend the proposed budget to add expenses to purchase 12 voting machines. The Director stated she would request a quote from ES&S and amend the proposed budget per the quote.

DIRECTOR'S REPORT, CONT'D.: The Director informed the Board in their packets is copies of their training tracking sheet identifying the various trainings taken to date.

The Director informed the Board Terrance Foulks, Area Audit Representative from SEC will be coming to Jasper on March 20, 2017 at 11am to meet with the Director about County Board Policies and Procedures; Election Reimbursements; Training and Certification Compliance. Mr. Foulks stated once he and I have met he will then set a date and time to meet the Board as a whole.

Total Registered Voters as of February 26, 2017: **18,364.**

Ms. Fair asked for clarification regarding the voter total numbers on the total voter registration report. The Director stated the numbers on the report will change from time to time due to persons moving out of the county; decease persons, convictions, etc.

CHAIRMAN'S REPORT: Chairman Arzillo stated we have nine Board Members and asked that we try to do our best not to talk over one another and if anyone has to leave during the meeting please get the Chairman's attention before doing so.

BOARD ISSUES AND CONCERNS:

- Mrs. Davidson: Presentation on Precinct(s) Relocation.
- Mr. Kemp stated Hardeeville population is going to double and we need to start getting prepared for the growth and asked the Director to let the Board know what is needed.
- Mr. Kemp stated he would like the Board to meet and discuss setting some goals.
- Mr. Kemp stated he would like to discuss voter registration and voter education.
- Mr. Kemp mentioned having abbreviated trainings during off election year to educate persons interested in being a poll worker.

TOPIC(S) OF DISCUSSION FOR NEXT MEETING:

- Hardeeville Election Changes
- Workshop / Discussion of Goals
- Voter Registration / Voter Education
- Poll Workers Training During Off Election Years

ADJOURNMENT: Motioned to adjourn by Mr. Crosby, seconded by Vice Chairperson Williams to adjourn. Meeting adjourned at 7pm. Motion carried unanimously.

Submitted by: Jeanine M. Bostick, Director

cc: File; Board Members; Mr. Andy Fulghum, County Administrator; Mrs. Judy Frank, Clerk of Council; and Mrs. Helen Pittman, Jasper County Delegation.