

## **Mecklenburg County Electoral Board**

**April 9, 2019**

### **Minutes**

Present were Jeanne M. Capello Chair, Robert P. Chadeayne Secretary, Yvonne Alexander Vice Chair, Jason Corwin Registrar.

The meeting was called to order by Jeanne M. Capello at 1:02 PM. Ms. Alexander led us in a brief prayer.

A motion to adopt the proposed agenda. Motion passed.

The minutes of March 12, 2019 were approved as amended to correct Commonwealth Attorney title and typo on Ms. Capello's name.

Mr. Corwin reported that ELECT will be conducting training for General Registrars on June 24<sup>th</sup> and EB training on June 25<sup>th</sup> at the Double Tree Hotel in Midlothian. The format is a separate day for Registrars and Electoral Board Members. Mr. Corwin will make reservations for board members. This is mandatory training for EB members appointed in 2019.

#### Page Program

Mr. Corwin reviewed the material he received from other Registrars along with recommendations for creating the program. Suggested application forms, letters to schools and organizations were reviewed. Mr. Corwin was unable to find anyone who had developed a manual for a Page Program so, he assembled a draft manual for Mecklenburg County. General discussion was held with questions of training, number of students that can be accommodated, and integrating the students into a polling place so as to not interrupt the normal voting process. It was agreed that the Page Program will be on the agenda for the July meeting. In the interim, Mr. Corwin will go to the High Schools and discuss our idea with the educators.

Election Night Drop-off Plan, Mr. Corwin reported that he has made the changes the EB discussed at our March meeting. After some discussion there was consensus when the SOR's in envelope 2 are checked the SOR's will be placed back into envelope 2, and the envelope resealed. A motion was made to approve the Election Night Drop-off process for the June, 2019 Primary. Motion Passed.

Election Manual, Mr. Corwin suggested that the new Manuals, for Chiefs and Poll Workers, be given to selected precincts and the Chiefs be instructed to adhere to the new manuals as written as a way to verify accuracy. Any conflicts or errors should then be reported back to Mr. Corwin for correction.

Poll Workers assignments, Mr. Corwin read through each precinct and commented on changes and staffing levels. He identified precincts that are understaffed or could use additional staff in preparation for 2020 election. At the conclusion the assignments were agreed to by common consent.

Precinct 801 Gator's, Mr. Corwin reported that he had had conversation with the County Administrator regarding the Electoral Board's desire to relocate this polling station. Mr. Carter indicated that he did not think the Board of Supervisors would agree to a move as that District Supervisor, David Brankley, would not support the motion. However, Gator's Store has closed and Mr. Norman Wagstaff, the

owner of the building, will be putting the property up for sale. Mr. Corwin further stated that in his conversation with Mr. Wagstaff, we were assured that the building would be available for the June 11<sup>th</sup> Primary Election as in the past. The Electoral Board consensus is that we continue to monitor this location for a change in ownership. This issue should be an agenda item for the July meeting to determine impact on the November election.

Mr. Corwin indicated that Amelia County Registrar will be visiting to discuss Mecklenburg County's processes and procedures for operating the CAP. Also, Mr. Corwin has been invited by the English and Government teachers at Park View High School to give a talk on elections. In addition, he has been invited to go to Williamsburg for the Registrars Association to give a talk.

Ballot Order, Mr. Corwin recommended that 100 sample ballots be ordered for each precinct. He also would like to order precinct ballots based upon 60% of registered voters plus 10% to round up to even number of packages. A discussion was held regarding probable voter turnout and the need for such a large number of ballots. The conclusion of the discussion was a motion by Mr. Chadeayne to reduce the ballot order to 40% of registered voters rounded to even packages with 5% for CAP. Motion passed.

Registrar Reappointment, Mr. Corwin's term of office expires June 30, 2019 and a decision to reappoint or release him must be made prior to that date. Mr. Chadeayne moved to reappoint Mr. Jason Corwin to a term of four years starting July 1, 2019 and expiring June 30, 2023. Motion seconded by Ms. Alexander. Motion passed.

Chair requested if possible, would the Secretary prepare draft minutes of this meeting prior to leaving for vacation.

The next scheduled meeting will be June 11, 2019 at 5:00 PM EDST for the Primary Election, followed by July 9, 2019 at 1:00 PM EDST.

All were reminded by Mr. Corwin that annual training meeting held by ELECT will be June 24 and 25, 2019 at the Double Tree Hotel in Midlothian. Information on the meeting will be sent via email.

As there is no further business before the board a motion to adjourn was passed.

Meeting adjourned at 2:56 PM

Respectfully Submitted,

Robert P. Chadeayne

Secretary