

Campbell County Electoral Board
Minutes
August 24, 2020

Members in Attendance
Gene R. Smith, Chair
Valeria Chambers, Co-Chair
Lenora Ingram, Secretary
Kelly Martin, General Registrar

The Campbell County Electoral Board met on August 24, at 41 Court House Lane. Chairman Gene R. Smith called the meeting to order at 10:45 AM.

A motion that we adopt the agenda with the correction of the date was made by Ms. Chambers and seconded by Ms. Ingram. The motion carried.

A motion that we adopt the minutes of July 14, 2020 the meeting was made by Ms. Chambers and seconded by Ms. Ingram. The motion carried.

Business Items and Reports

The following business items were discussed and or acted upon:

Updating Webpage:

Ms. Ingram requested that the webpage be updated to include:

- information regarding the November 3, 2020 election
- the deadline for registering to vote
- the deadline for requesting absentee ballots
- the start date for absentee voting
- the inclusion of updated forms and other important information.

Ms. Martin stated that she would contact the person responsible for updating the website to see if it could be done immediately.

Central Absentee Poll (CAP):

Mr. Smith asked Ms. Martin if CAP could pre-process mail-in absentee ballots. Ms. Martin's response, "it would require a scanner other than the one that is used for CAP in-person absentee voting." After much discussion, Mr. Smith moved and it was seconded by Ms. Ingram that Ms. Martin, on behalf of the Electoral Board, request funds to purchase a new touch-writer and scanner for the CAP. The motion carried.

Cares Act Funding:

Ms. Chambers requested an itemized account of how the Cares Act funds would be used. Ms. Martin's response, "I will email a spreadsheet to each Board member." The total amount received in Cares funding is \$65,000.

Contact Medical Reserve Corp for the November Election:

Ms. Martin stated that she would not request the Medical Reserve Corp because some of the volunteers were under the age of 18 and none were allowed to work as election officials.

Letters to Election Officials:

Ms. Chambers stated that the Electoral Board would follow the guidelines set by the Governors Executive Order and require all Election Officials wear mask while working the polls on November 3, 2020. She requested that it be included in the letters sent to Election Officials.

Ms. Martin stated that all letters have been emailed to current election officials informing them of the dates and times of training as well.

Budget:

Ms. Chambers had several questions regarding the budget she addressed to Ms. Martin.

Ms. Chambers asked, "May we get an itemized list of how the Cares Act Funding will be used?"

Ms. Martin response, "It had been emailed with the Budget but she would email a spreadsheet detailing expenditure."

Ms. Chambers asked, "What is the Machinery and Equipment line item amount?" "Why was there no money for that line item? "

Ms. Martin's the response, "It was no longer a need for this line item."

Ms. Chambers asked, "What does PPE stand for?"

Ms. Martin's response, "Personal Protection Equipment."

For clarity, Ms. Chambers asked that abbreviation be replaced with words or phrases appropriately, with abbreviations afterward in parenthesis.

Ms. Chambers asked, "What does EDP stand for?"

Ms. Martin's response "It is a type of software maintenance for the electronic poll books."

Ms. Chambers asked "What does CIP stand for?"

Ms. Martin's response, "It is the abbreviation for Capital Improvement Project."

Ms. Chambers asked, "Why do you have line items in the Budget if you don't have funds assigned to it?"

Furniture and Fixture (for the office) \$500 was requested but was not approved.

Maintenance/Repair Equipment - Other Equipment - No funds were requested, and no funds were budgeted."

Email Addresses:

Ms. Martin stated that the information regarding county email addresses would be forwarded to each Electoral Board members' emails address later during the day.

Matters from the Board:

Ms. Chambers:

Ms. Chambers questioned the working, accountability, the organizational structure, and the relationship between the General Registrar and the Electoral Board. Ms. Martin's responses did not reflect an overall awareness of the cooperative relationship.

Mr. Smith

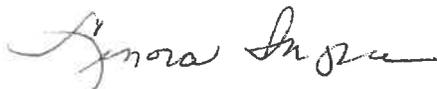
Meetings

A. Mr. Smith requested additional meetings to prepare for the November election. Other meeting dates decided upon were September 10th and 24th following the Logistic and Analysis (L&A).

Adjournment

The meeting adjourned at 12:13 PM with the motion to adjourn being made by Ms. Chambers and seconded by Ms. Ingram. The motion carried.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Lenora M Ingram".

Lenora M Ingram, Secretary,