

# BOARD OF ELECTIONS

**Ken Raymond**  
Chairman

**Stuart Russell**  
Secretary

**Fleming El-Amin**  
Member



## FORSYTH COUNTY BOARD OF ELECTIONS Board Meeting Minutes October 13, 2015

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**FORSYTH COUNTY BOARD OF ELECTIONS**  
**BOARD MEETING MINUTES**  
**October 13, 2015**

**Meeting Called to Order**

An organizational meeting of the Forsyth County Board of Elections was called to order in the second floor meeting room on October 13, 2015. The meeting called to order at 5:00 p.m., Chairman Ken Raymond presiding.

Board Members in attendance: Chairman Ken Raymond, Secretary Stuart Russell, and  
Member Fleming El-Amin

Staff Members in attendance: Interim Director Lamar Joyner, Chris Duffey, Kimberly Stuck, and  
Monica Gary  
Other County Staff: Gordon Watkins – Assistant County Attorney,  
Shontell Robinson - Human Resources Director

**Pledge of Allegiance**

Chairman Raymond led the pledge of allegiance.

**Moment of Silence**

Chairman Raymond led a moment of silence.

**Public Comment Session**

Chairman Raymond opened the public comment session with instructions. Speakers were asked to complete a public comment card and would have three minutes or less to speak. The speaker's name and address should be stated for the record. Questions should be included during the allotted time and answers would be given at the close of the session. A speaker's time could not be given to another individual. At the close of the public comment session, no additional statements or questions would be heard from the public. The public comment session included the following speakers:

Albert Porter – 1228 Dublin Dr. Winston Salem, NC 27101

Chairman Raymond moved to close public comments; Member El-Amin motioned, Secretary Russell seconded; **Motion carried unanimously.**

Board and staff addressed Mr. Porter's inquiry regarding moving the polling location for Holland Homes. Chairman Raymond asked to speak with Mr. Porter after meeting to get additional details to proceed.

**Approval of Absentee Ballots Returned**

Mr. Duffey recommended two absentee ballots for approval; one civilian and 1 oversees ballot. Chairman Raymond moved to approve ballots as presented; Secretary Russell motioned and

Member El-Amin seconded to accept the staff recommendation of two absentee ballots for approval. **Motion carried unanimously.**

### **Memorandum of Understanding (WSSU)**

Interim Joyner provided Board with Memorandum of Understanding as provided by the State Board of Election's Executive Director. Chairman Raymond requested staff or Director attend conference call with the State and Winston Salem State University set for October 16, 2015. Member El-Amin stated that he had spoken with Cornelius Graves of Winston Salem State University; Mr. Graves assured Member El-Amin that a Memorandum of Understanding to address the delivery of mail at the university could be provided.

### **Early Voting Sites**

The Board and staff discussed sites previously suggested. Mr. Joyner addressed three sites with scheduling conflicts: Tobacoville Community Center, Winston Lake, and Forsyth Technical Community College – West. Chairman Raymond made inquiry about Sedge Garden. Interim Director Joyner stated that the other sites would be able to accommodate the Board of Elections Early Voting schedule at their facilities. Secretary asked that maps be prepared with a buffer to enable a thorough review to address coverage and overlap in sites. Board stated that more sites may be needed to address hour requirements; noting that private facilities may need to be looked at going forward. Interim Joyner stated that staff is looking into interactive maps; Mr. Duffey noted that a collaboration with Maps Department is being facilitated to address mapping needs. Secretary Russell requested staff prepare a master list of previous sites. Board thanked Mr. Duffey for his work preparing maps.

### **Precinct 068**

Interim Director Joyner stated that the facility for Precinct 068 will no longer be available; however, Project Re3 is purchasing the site and Kim Bennett with Project Re3 has stated that they would be interested in hosting for 2016. Noting additionally that having access to the site would enable new registration cards to be issued to address the change rather than requiring voters to change precincts.

### **Other Business**

Chairman Raymond inquired about Pollbooks; Interim Joyner stated that EVID would be used going forward and staff is currently gathering information on poll books. Member El-Amin inquired about available funding for purchases needed; Mr. Joyner assured Member El-Amin and Board that funding is available.

### **Approval of Meeting Minutes**

Chairman Raymond called for approval of minutes. Chairman Raymond moved for approval of September 17, 2015; September 24, 2015; and October 07, 2015 as provided; Secretary Russell motioned, Member El-Amin seconded. **Motion carried Unanimously.** Secretary Russell requested that the meeting time be modified to reflect 1:00 p.m for the October 12, 2015 minutes; Chairman Raymond moved for approval of minutes with changes; Secretary Russell motioned, Member El-Amin seconded. **Motion carried Unanimously.**

### **Closed Session**

Chairman Raymond moved to go into closed session, citing N.C.G.S § 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or

prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer of employee. Secretary Russell motioned, Member El-Amin seconded; Board to closed session at 5:55 p.m. Meeting reconvened and called to order at 6:05 p.m.

Chairman Raymond moved to have the job announcement for Director of Elections as prepared by the Forsyth County Human Resources Director be approved and posted immediately; new applications to be accepted until October 23, 2015. All prior applicants will be considered without reapplication. Member El-Amin seconded; Chairman Raymond called to vote; **Motion passed Unanimously.**

Chairman Raymond called for other business.

### **Adjournment**

Chair moved to adjourn meeting; Member El-Amin seconded; **Motion passed Unanimously.** Meeting adjourned at 6:06 p.m.

Approved:

\_\_\_\_\_  
Ken Raymond, Chair

\_\_\_\_\_  
Date

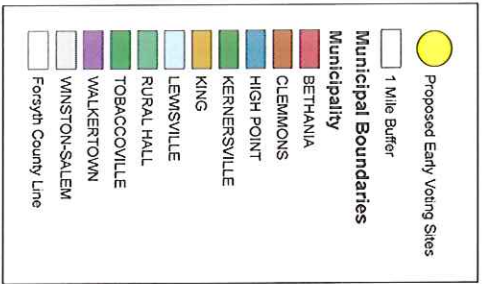
\_\_\_\_\_  
Stuart Russell, Secretary

\_\_\_\_\_  
Date

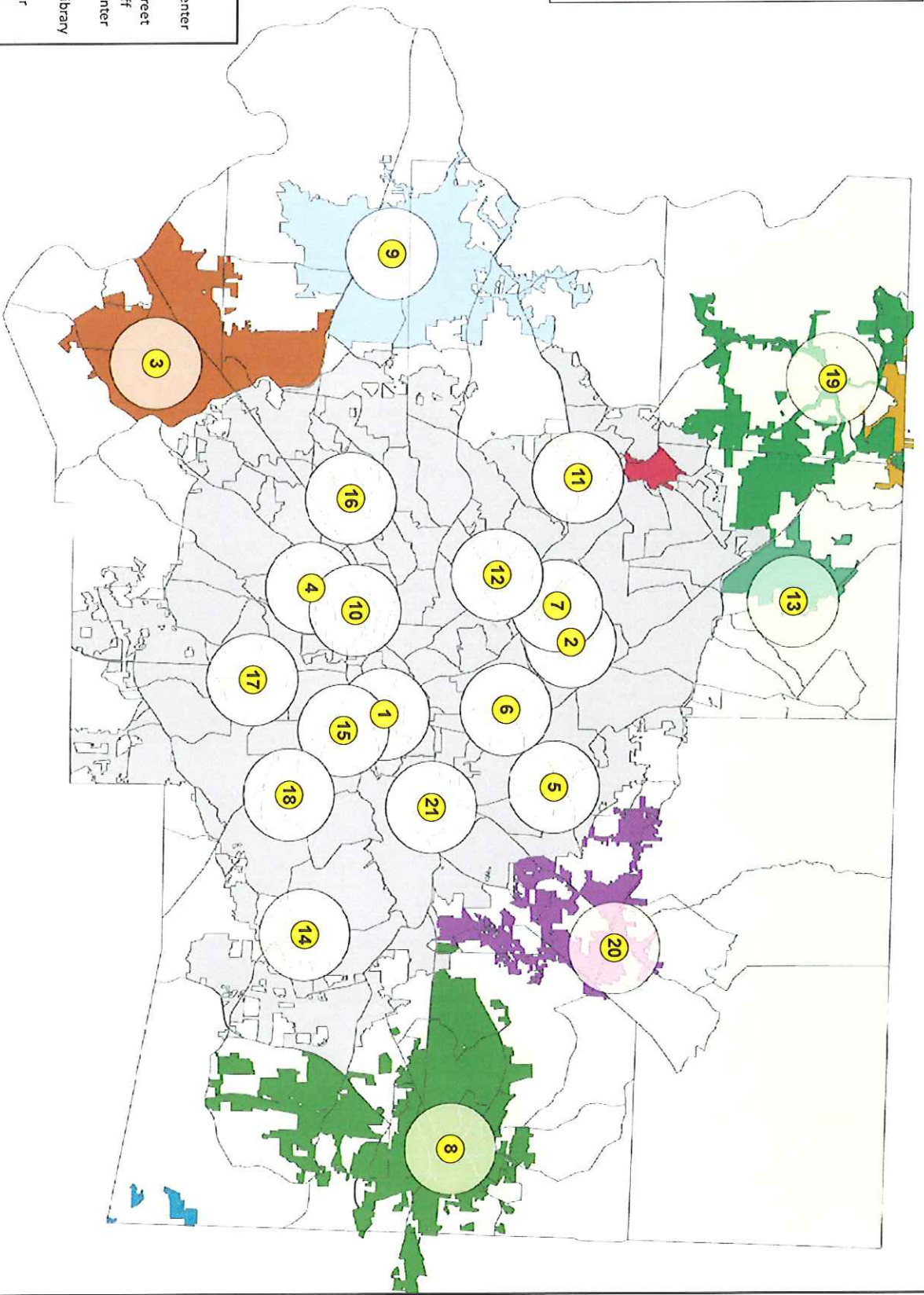
\_\_\_\_\_  
Fleming El-Amin, Member

\_\_\_\_\_  
Date

**Attachments on file:** Memorandum of Understanding (September 29, 2015)  
2016 Map Proposed Early Voting Site



- Site SiteName**
- 1 BOE
  - 2 Brown Douglas Recreation Center
  - 3 Clemmons Library
  - 4 Forsyth Tech West, Bolton Street
  - 5 Forsyth Tech, Mazie Woodruff
  - 6 Hanes Hosliery Recreation Center
  - 7 Industries for the Blind
  - 8 Kernersville Senior Center/Library
  - 9 Lewisville Library
  - 10 Miller Park Recreation Center
  - 11 Old Town Recreation Center
  - 12 Polo Park Recreation Center
  - 13 Rural Hall Branch Library
  - 14 Sedge Garden Recreation Center
  - 15 Sims Recreation Center
  - 16 South Fork Recreation Center
  - 17 Southside Library
  - 18 Sprague Street Recreation Center
  - 19 Tobaccoville Community Center
  - 20 Walkertown Library
  - 21 Wrinston Lake Family YMCA



# 2016 Proposed Early Voting Sites



Map Created by:  
 Forsyth County Board of Elections  
 Data Source:  
 Forsyth County Board of Elections  
 Forsyth County GIS



# NORTH CAROLINA

## State Board of Elections

Mailing Address:  
P.O. Box 27255  
Raleigh, NC 27611-7255

Phone: (919) 733-7173  
Fax: (919) 715-0135

KIM WESTBROOK STRACH  
Executive Director

September 29, 2015

VIA USPS & E-MAIL

Chantal Bouchereau  
Director, Housing and Residence Life  
Winston-Salem State University  
301 Thompson Center  
601 Martin Luther King, Jr. Drive  
Winston-Salem, NC 27110  
bouchereauc@wssu.edu

Re: Voter correspondence mailed to on-campus residents at Winston-Salem State University ("WSSU") pursuant to Article 7A of Chapter 163 of the N.C. General Statutes and the National Voter Registration Act of 1993.

Dear Director Bouchereau:

It has been reported to me that WSSU has failed to deliver or return certain election correspondence addressed to its on-campus residents. This was a problem that was identified in 2013 and it was my hope that this issue had been resolved.

State and federal election law regarding the verification of registrants and the maintenance of North Carolina's voter rolls rely on the timely delivery or return of mail sent through the U.S. Postal System. A breakdown in this process could materially affect a student's ability to participate in the elections process, as county elections officials use mail to rectify registration errors and mailed registration cards may be used to verify the identity of voters otherwise unable to obtain acceptable photo identification required to vote a regular ballot at the polls, beginning January.

At your earliest opportunity, please contact the State Board of Elections' legal counsel (copied below) to arrange a phone conversation between appropriate parties prior to Friday, October 16. We look forward to understanding WSSU's particular challenges and its plan to address this important matter.

Sincerely,

Kim Westbrook Strach  
Executive Director  
North Carolina State Board of Elections

6400 Mail Service Center • Raleigh, NC 27699-6400  
441 N. Harrington Street • Raleigh, NC 27611-7255

Cc: Camille Kluttz-Leach  
General Counsel  
Winston-Salem State University  
130 Blair Hall  
601 S. Martin Luther King Dr.  
Winston-Salem, NC 27110  
leachck@wssu.edu

Josh Lawson  
General Counsel  
North Carolina State Board of Elections  
legal@ncsbe.gov

Lamar Joyner  
Interim Director of Elections  
Forsyth County Board of Elections  
201 N. Chestnut Street  
Winston-Salem, NC 27101  
Forsyth.boe@ncsbe.gov



**Tentative List of Early Voting Sites for 2016**

**(not including the Board of Elections)**

**Updated Wednesday, September 16, 2015**

1. Kernersville Senior Center/Library
2. Clemmons Library
3. Lewisville Library
4. Rural Hall Branch Library
5. Walkertown Library
6. Southside Library
7. Polo Park Recreation Center
8. Hanes Hosiery Recreation Center
9. Sedge Garden Recreation Center
10. South Fork Recreation Center
11. Brown Douglas Recreation Center
12. Old Town Recreation Center
13. Sims Recreation Center
14. Sprague Street Recreation Center
15. Miller Park Recreation Center
16. Industries for the Blind
17. Winston Lake Family YMCA
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19. Forsyth Tech, Mazie Woodruff
20. Forsyth Tech West, Bolton Street