

# Sumter County Board of Elections Meeting Minutes

July 7, 2020 at 4:30 pm

## I. Call to Order

The meeting was called to order by Chairman James Gaston at 4:30 pm.

## II. Roll Call

a) Board Members Present: Chairman James Gaston, Vice-Chairman Dr. Shirley Latimore, Rhonda Reddick, and Carson Walker

b) County Attorney Present: Kimberly Reid

c) Staff: BOE Superintendent Randy Howard, and Lois Phillips

d) Board Member Absent: Marty McDonald

## III. Motion to Adopt the Agenda

Rhonda Reddick moved to accept the agenda.

Carson Walker seconded the motion.

Motion carried.

## IV. Approval of June 15, 2020 Minutes

Carson Walker moved to adopt the minutes from June 15, 2020 meeting.

Rhonda Reddick seconded the motion.

Motion carried.

## V. Budget Discussion

Randy Howard stated the first page of the handout is the budget running from July 1 to June 30 (of the next year).

We began a new budget year on July 1<sup>st</sup>.

The next two pages are the budget from 2019 to 2020. Mr. Howard went on to explain some of the expenditures.

Extra items were needed because of the coronavirus, so Mr. Howard has asked the state for reimbursement to offset some of the extra costs.

Also, some decisions will need to be made on how and where to advertise – newspaper, webpage, etc.

Some comments and discussion followed. Budget areas were clarified by Randy Howard (training, travel, dues and fees, and food) and by Kimberly Reid (legal fees).

## **VI. Sumter County School Board Election Discussion**

Randy Howard has provided a list of the dates and times for deadlines and events for the rest of this year. Also provided are lists of qualifying fees, School Districts and Board Members, and a map of the districts.

## **VII. By-Laws Update Discussion**

Randy Howard has brought copies of the items he has – House Bill 786, Sumter County Board of Elections By-Laws as Amended February 9, 2010, and Sumter County Board of Commissioners Resolution Number 2019-083 – and he will also send these out to each Board Member.

Mr. Howard would like Mr. Gaston to appoint two members to work with him and Kimberly Reid, to update the By-Laws. Mr. Gaston asked Dr. Latimore and Mr. Walker if they would serve in this capacity, and they consented to do so.

All members should review these documents, and give their thoughts and suggestions to Dr. Latimore and Mr. Walker. Mr. Howard will arrange a convenient time to meet to work on these updates. From there, a first draft can be created to be reviewed from the board members and a legal perspective.

## **VIII. Election Discussion**

Randy Howard has given you a copy of the updated Elections and Voter Registration Calendar, with the dates for the rest of the 2020 Election year. Also, there is a list of all the counties that will be having a run-off election in August. Sumter County is not on that list.

Mr. Howard's understanding for the next election concludes that our office will mail out ballots to the elderly and military, and that the State will handle the mailing out of the rest of the ballots. The State is still deciding what vendor will be doing the mailing.

We will continue to use the newly installed ballot drop box (that is outside of the courthouse) for the next elections. At the beginning of the 2021 year, we will re-evaluate its usefulness to us. For this past June election, it was used much more as we got closer to the actual election date. And currently, we are spot checking it on a regular basis, to make sure there is nothing being placed in it.

A discussion followed about poll watchers – who they are, how they are identified, where they can be stationed as watchers, etc. And a brief discussion of absentee ballots application procedures, and the Cancelled Ballot Affidavit form and procedure were also discussed.

Also, Mr. Howard spoke about the new voting machines, and how those worked for the June election. He stated his appreciation for the poll workers that worked during early voting and the election, and the knowledgeable technical support person that is assigned to us this year. We have more poll worker training to be done between now and the November election.

Dr. Shirley Latimore stated some observations she had from visiting the precincts on Election Day. Also, she gave some thoughts about how to get information out to the general public.

**IX. Executive Session**

No executive session.

**X. Board Members Comments**

Rhonda Reddick suggested that a checklist be provided for poll managers to use on Election Day. Discussion ensued as a result of things we learned from this past June election.

James Gaston asked how everyone was doing with their cyber security training.

Randy Howard expressed his appreciation for the Board Members, for their input, and for their checking on precincts, etc.

**XI. Adjourn**

Carson Walker moved to adjourn.

Rhonda Reddick seconded the motion.

Motion carried.

The meeting was adjourned at 5:41 pm.

Respectfully submitted,

Lois Phillips

July 8, 2020