

**Orange County Board of Elections**  
**Post Office Box 220 \* 208 S. Cameron Street**  
**Hillsborough, North Carolina 27278**  
**Telephone: 919-245-2350 \* Fax 919-644-3318**

**Minutes**  
**March 6, 2012 – 3:30 p.m.**

Present: Jim White, Chair  
Kathy Knight, Secretary  
Jamie Cox, Member  
Tracy Reams, Director

**Call to order:** Chairman White called the Board meeting to order. There were no members of the public present to address the Board.

**Approval of Board Minutes:** Mr. Cox moved and Ms. Knight seconded the motion to approve the February 7<sup>th</sup> and 14<sup>th</sup>, 2012 minutes as submitted. The motion passed unanimously.

**Director's Report:** Director Reams provided:

- Voter Registration Statistical Report
- Year-to-Date Budget Report
- Campaign Finance Compliance Report
- Legacy Voter Registration Scanning Project Update
- 2012-13 Budget Update
- 2012 Orange County Candidate List
- Precinct Official Training Video Project Report

**Voter Registration Statistical Report:**

The director presented the voter registration statistical report showing a total of 102,938 registered voters.

**Year-to-Date Budget Report:**

The director provided the monthly budget report and reported sufficient funds to carry out the work of the Board.

**Campaign Finance Compliance Report:**

The director provided an updated list of candidate campaign reports received to date. The director reported that the non-compliant committees have been sent a 5-day notice. Mr. White noted that the Sanders for Schools committee was listed twice. The director stated she thought that was just an oversight in removing Mr. Sanders' status of under threshold to over threshold but will confirm with Bettye Timberlake.

**Legacy Voter Registration Scanning Project:**

The director reported that a total of 32,450 out of 48,094 legacy registrations signatures have been scanned and attached to date. The staff started the task on May 12, 2011 and will continue scanning until project complete.

### **2012-13 Annual Operating Schedule:**

The director provided the proposed 2012-13 Budget in the amount of \$557,891.00 for Board review noting a decrease of 14% from current fiscal year budget due to budgeting for one election within the fiscal year. The director reported Contract Services increased 172% due to maintenance for voting equipment and software license reportedly will no longer be paid by the State Board of Elections. The director will present the maintenance contract with ES&S to the Board for approval once funds are approved and allocated for the expenditure. Funds are being requested to set up five one-stop voting sites for the November Presidential Election.

### **2012 Candidate List:**

The director provided a list of candidates that shall be on the Primary Election ballots.

### **Precinct Official Training Video:**

The director reported that funds were requested and approved in the amount of \$2,500.00 to produce a precinct official training video to cover set up and operation of voting machines and all the aspects of running an election precinct. The training video will provide a valuable, up to date training tool that can be uploaded to the OCBOE website and will also leave room for any future changes as the need arrives. The Board supported the production of the video.

### **Board Actions:**

Mr. Cox made a motion and Ms. Knight seconded the motion to approve the proposed 2012-13 Election Budget as submitted. The motion passed unanimously.

### **Board Discussion:**

The director provided the Board with an Official Explanation of Constitutional Amendment provided by the State Board of Elections. The director reported that it is posted on the SBOE website. The Board directed the director to make the official explanation available to voters by posting on the OCBOE website and posting with sample ballots at one-stop voting sites and Election Day voting sites.

The Board discussed the director's annual WPPR. The Chair will email the Board members for input and complete the WPPR outside of a regularly scheduled Board meeting.

The Board discussed the April 4-5 SBOE conference to be held at the Sheraton RTP. All Board members and director shall attend.

The Board unanimously agreed to defer the regularly scheduled April 3 Board meeting until April 24<sup>th</sup>.

The director reported that one-stop training will be held on April 11<sup>th</sup> and 12<sup>th</sup>.

**Adjournment:** Mr. Cox moved and Ms. Knight seconded the motion that the Board adjourn. The motion passed and the Board adjourned at 4:30 p.m.

**Next Scheduled Board Meeting: April 24, 2012 – 3:30 p.m.**