

## MACON COUNTY BOARD OF ELECTIONS

Board Meeting, 14 March 2022, 3PM

Participants: Melanie Thibault, Gary Tallent, Gary Dills, Lynne Garrison, Kathy Tinsley and John Vanhook. Mr Gillette was unable to attend.

Call to Order: Chair called the meeting to order at 3 PM.

1. Review of minutes: Mr. Vanhook made a motion to accept the 14 February 2022 minutes as written. Mrs. Garrison seconded the motion, and the Board unanimously approved the motion. Attachment 1
2. One Stop Plan: The Director reported that the State Board of Elections approved our one-stop plan. Attachment 2
3. New Hire Discussion: The Director reported that two people, so far, have applied for the Deputy Director position. The Board is advertising the job through NC Works, the State Board of Elections site and in-house. Application deadline is 25 March 2022. The Board will meet at 3PM on 12 April to interview all applicants. Mrs. Garrison volunteered to draft questions for the interview. The board will review and edit, as necessary. Mr. Tallent departs the position on 20 May 22. The Board plans to hire Mr. Tallent on a part time basis to assist in election preparation. The new hire would begin work on 23 May 2022.
4. Invoices: The Board reviewed three invoices – one for \$845 to CDW-Government for five printers for one-stop, one for \$760.92 to Weber and Weber for absentee ballot materials and one for \$162.61 to Print-Elect for election equipment supplies. The Chair signed all invoices after Board member review. Attachment 3
5. Budget: The Director provided the current budget report which shows us on track for the year. Attachment 4.
6. Adjourn: Mr. Vanhook made a motion to adjourn. Mrs. Garrison seconded the motion and the Board approved unanimously. The Board will reconvene at 3 PM on 12 April 2022 and adjourned at 3:40 PM.

### Attachments

1. Minutes from 14 February 2022
2. Approved One Stop Plan
3. Invoices (3)
4. Current budget report