



## **FORSYTH COUNTY BOARD OF ELECTIONS**

### **Board Meeting**

### **Agenda**

**July 12, 2022 – 5:00 p.m.**

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence

Persons who wish to speak concerning items on this agenda, or who wish to speak about a matter relating to Forsyth County elections should complete a speaker card and hand it to the Clerk before the meeting is called to order.

4. Public Comments
5. Approval of Meeting Minutes
6. Approval of Election Day Polling Place Facilities' Fees (Shiloh Lutheran Church)
7. Adoption of Resolution for Contract on Temporary Staffing Services
8. Adoption of Resolution for Contract on Pollbook Printing Services
9. Discussion of One Stop Early Voting Plan for 2022 General Election
10. Other Business
11. Closed Session (if necessary)
12. Adjournment

**FORSYTH COUNTY BOARD OF ELECTIONS**

**Meeting Minutes**

**July 12, 2022 – 5:00 p.m.**

**Meeting Called to Order**

A special meeting of the Forsyth County Board of Elections was called to order on the fourth floor training room on Tuesday, July 12, 2022 at **5:01** p.m., Chairperson Robert Durrah, Jr. presiding.

**Board Members in attendance:** Chairperson Robert Durrah, Jr., Secretary Catherine Jourdan, Member Chad Doomy (via phone), Member Alfred Harvey, Member Adam Draper

**Staff Members in attendance:** Director Tim Tsujii, Deputy Director Michelle Bobadilla, Tricia Starkey and Kay Moore.

**Pledge of Allegiance**

Chairperson Robert Durrah led the Pledge of Allegiance.

**Moment of Silence**

Chairperson Robert Durrah led a moment of silence.

**Public Comments**

Chairperson Robert Durrah called for public comments, providing two minutes per speaker:

Drew Stilton: Deacon Please, 1834 Wake Forrest Rd., Winston-Salem, NC 27003

Diana Gray: 2310 Ardmore Terrace, Apt. A, Winston-Salem, NC 27103

Martha Edwards: 3651 Will Scarlet Rd., Winston-Salem, NC 27104

Dan Besse: 978 Benjamins Way, Winston-Salem, NC 27103

Al Jabbar: 617 Daffodil Dr., Kernersville, NC 27284

Member Harvey moved to close public comments; Secretary Jourdan seconded. **Motion carried unanimously.**

**Approval of Meeting Minutes**

Member Draper moved to approve the meeting minutes for May 16, 2022, as submitted; Member Harvey seconded; **Motion carried unanimously.**

Member Draper moved to approve the meeting minutes for June 16, 2022, as submitted; Member Harvey seconded; **Motion carried unanimously.**

**Approval of Election Day Polling Place Facilities' Fees (Shiloh Lutheran Church)**

Mrs. Moore, Polling Place Coordinator, presented to the Board the increase in fee requested for the use of the facility for Shiloh Lutheran Church on Election Day. The increase in the fee is due to electric and cleaning costs. Secretary Jourdan moves to accept the increase in the fee from \$35.00 to \$175.00 for Shiloh Lutheran Church; Member Harvey seconded.

**Motion carried unanimously.**

### **Adoption of Resolution for Contract on Temporary Staffing Services**

Director Tsujii presented the resolution recommending the execution of an agreement between the Forsyth County Board of Elections and The Resource Company, Inc., to provide temporary employment services for One-Stop early voting workers and additional office staff during election season. The staff performed an informal procurement process with the three vendors from last year and the mark up continues to be the same for all. The pricing for the contract with The Resource Company Inc. has not changed from last year's agreement and within the proposed three-year contract, The Board of Elections can review it and terminate it if necessary. Member Draper moved to approve the agreement between The Resource Company, Inc., and Forsyth County Board of Elections; Member Harvey seconded. **Motion carried unanimously.**

### **Adoption of Resolution for Contract on Pollbook Printing Services**

Director Tsujii presented the resolution recommending the execution of an agreement between the Forsyth County Board of Elections and Salem One, Inc. to provide pollbook printing services. Member Harvey moved to approve pollbook printing services with Salem One, Inc.; Member Draper seconded. **Motion carried unanimously.**

### **Discussion of One Stop Early Voting Plan for 2022 General Election**

Director Tsujii presented the Board with updates for the One-Stop Early Voting locations. He informed the Board that the street in front of the Forsyth County Government Center (Second and Chestnut Street) is scheduled to re-open in the middle of October 2022 which, should alleviate some of the traffic flow issues during early voting in the Government Center.

The Director presented the prospective "In Lieu" Sites for the Government Center and informed the Board that the move of the Government Center early voting location would require a request for a contingency budget.

Director Tsujii presented information on Winston-Salem First Assembly of God as a possible 12<sup>th</sup> location for One-Stop Early Voting. The Church has requested janitorial services for the use of the facility and electioneering restrictions during the early voting period.

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Director Tsujii presented full listing of tentative One-Stop Early Voting sites with prior discussed dates and times. The locations are Forsyth County Government Center, Paddison Memorial Library (Kernersville), Rural Hall Library, Lewisville Library, Southside Library, Brown Douglas Recreation Center, Mazie Woodruff Center, Miller Park Recreation Center, Old Town Recreation Center, Clemmons Library, WSSU-Anderson Center, and Winston-Salem First Assembly of God. Dates and times were as follows: 15 total days starting on Thursday, October 20, 2022, and ending on Saturday, November 5, 2022. These dates include two Saturdays with hours from 8 a.m. to 3 p.m. and one Sunday with hours from 12 p.m. to 4 p.m. Secretary Jourdan moved to accept the 12 One-Stop Early Voting sites with the previously proposed dates and times; Member Harvey seconded. **Motion carried unanimously.**

**Other Business**

Chairperson Robert Durrah requested a motion to cancel upcoming special meetings on July 19, 2022 and July 21, 2022. Member Doomy moved to cancel Board Meetings on July 19<sup>th</sup> and 21<sup>st</sup>; Member Draper seconded. **Motion carried unanimously.**

Director Tsujii requested a date change for the upcoming Board Meeting on August 18, 2022 to be moved to August 16, 2022. Member Doomy moved to change the date from August 18<sup>th</sup> to August 16<sup>th</sup>; Member Harvey seconded. **Motion carried unanimously.**

**Adjournment**

Member Doomy moved to adjourn; Member Harvey seconded. **Motion carried unanimously.** Meeting adjourned at 6:01 p.m.

Approved:

s:/Robert Durrah, Jr.

Chairperson

s:/Catherine Jourdan

Secretary

s:/Chad Doomy

Member

s:/Alfred Harvey

Member

s:/Adam Draper

Member