

# McDowell County Board of Elections

ERS  
Dean Buff, Chairman  
JR Hachadurian, Secretary  
Kim Welborn, Director of Elections

## MEMBERS

Dean Buff  
JR Hachadurian  
Tom Cline  
Kay House  
Della Watson

The McDowell County Board of Elections met Tuesday, July 20, 2021 at 12:00 p.m.

The meeting was called to order.

The Honorable Melissa Adams administered the oath of office to the board members.

Lunch provided.

Tom Cline nominated JR Hachadurian as Board Secretary, seconded by Della Watson. The motion carried unanimously.

Members Present: Dean Buff *AB*  
Tom Cline *TC*  
Della Watson *DW*  
JR Hachadurian  
Kay House *KH*  
Kim Welborn, Director  
Karen Burrell, Elections Assistant

Others present: Roxan Wetzel, Elizabeth House.

The minutes of the previous meeting, March 9, 2021 were presented. Tom Cline motioned to approve, seconded by Della Watson. The motion carried.

## Old Business:

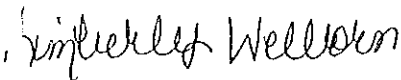
## New Business:

- 1) The duties and responsibilities of the Director was discussed. JR Hachadurian motioned to include voting equipment testing to the duties and approve, seconded by Kay House. The motion carried and the duties will be submitted to the NC State Board of Elections.
- 2) Quarterly reports were distributed.
- 3) The List Maintenance process after all federal elections was discussed. An explanation of the process was given with a total of 1,966 voter verification cards being sent out initially.
- 4) NCOA mailings are sent out twice annually for any voter that has made an address change through the USPS. July 6, we sent 293 voter verification cards.
- 5) The November 2, 2021 candidate filing list and board meeting calendars was distributed. Due to storage issues at the Old Fort Library, the board discussed changing the election day site for the Town of Old Fort to the Old Fort Depot. Kay House motioned to conduct an ADA survey of the site and if found to be handicap accessible then use the Old Fort Depot for voting on November 2, 2021, seconded by Della Watson. The motion carried.

- 6) The new voting equipment has been delivered, but not installed yet. The automarks have been picked up for trade in. Once the installation is complete, and the staff is trained public service announcements, demonstrations, notification to both political parties, and clubs will be conducted as requested.
- 7) The state training for staff and county board members will be held virtually August 2-4, 2021. One day is required for board members, August 2 from 8:30 until 5:00 p.m. and will be viewed within the office as a group.
- 8) Discussion to combine precincts for 2021 Municipal elections. Della Watson motioned to approve one voting site for the Town of Old Fort moving Old Fort 1 and 2 precincts to vote at the Old Fort Depot, two sites for the City of Marion. West Marion is not contiguous with the Marion Community Building therefore, a separate site is required for those voters and will vote at the McDowell Senior Center, however, combining Marion 1, 2, 3, 4 and 5 precincts to vote at the Marion Community Building, seconded by JR Hachadurian. The motion carried and was unanimous. A resolution was signed by the board and will be submitted to the NC State Board of Elections for approval.
- 9) A new buffer zone will be presented to the board at the next board meeting once the Old Fort Depot is surveyed.
- 10) The one-stop voting site and hours for the November, 2021 election were discussed. Kay House motioned to approve one site for one-stop voting within the board of elections office, and to maintain regular office business hours for voting including the final Saturday, October 30 from 8:00 a.m. until 3:00 p.m. which is required by law, seconded by Della Watson. The motion carried unanimously.
- 11) The board was reminded of the social media requirement for no endorsement of any content political in nature.
- 12) The 2018 election was destroyed by the Shred-It company on July 6, 2021.
- 13) The wellness checks to be conducted by the state board was discussed. A copy of the document was distributed to the board. The state will send representatives to the office to complete the wellness check sometime in August.
- 14) After board discussion, future board meetings will include a comment/question section on the agenda with 5-minute time limits.

Della Watson motioned to adjourn the meeting. The motion carried.

Respectfully submitted,



Kimberly Welborn, Director

July 20, 2021

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