



## **Cumberland Electoral Board Meeting Minutes October 25, 2023**

**Call to Order:** The meeting was called to order by Chairman Alvis, at 2:36 PM.

**Meeting attendees included:** Thomas Alvis, Chairman, John Seal, Vice-Chairman, Michelle Belle, Secretary, and Marlene Watson, County General Registrar.

**Visitors:** No visitors in attendance

**Approval of Minutes:** Vice-Chairman Seal made a motion to approve the minutes of the September 13, 2023, meeting. The motion was seconded by Michelle Belle. Motion carried.

### **Reports/Updates:**

- Chairman Alvis reported that digital signs will be available for Precincts 1 & 2
- Chairman Alvis reported that County Administrator Stamey has indicated that generators are on stand-by if they are needed for the precincts.
- Chairman Alvis will follow up with Precinct #2 regarding the \$250 charge for Monday, November 6th.
- The GR will check to see if she has Handicap signs to be placed at Precinct #1. She will also check to see if the County has anything additional to address handicap accessibility at the precinct.

### **Report from the County General Registrar:**

**The County General Registrar's report consisted of answers to the following questions:**

How can we help you on Monday, Nov 6 with regards to giving the materials out to the Chiefs?

- **No help needed. Chiefs will be able to pick up materials between 1 PM – 4:30 PM.**

Is the County staff all set for the delivery of the equipment and setting up the Polling places?

- **Voting machines will be delivered and set-ups will take place by County staff on Monday.**



Do we have contact information for all the Polling places to give the Chiefs? I would like the EB to have that information also, please.

- **Yes, they will be provided with this information.**

When will the EB swear in the Chiefs? or is this something that has in the past been delegated to the GR?

- **The GR will take care of this.**

Will there be special training for the Chiefs / Assistant Chiefs?

- **No, they will be trained as part of the November 2, 2023 training at 7 PM.**

Would you please provide us with a copy of the Manuals that you will provide to the Chiefs and the manual you will provide to all the EO's? Since the EB is ultimately responsible for the training, it would be helpful for us to have this in advance of Nov 2.

- **Yes, the EB will be provided with this information.**

What are the dates established for Preprocessing of Mail -In ballots?

- **October 31, 2023 @ 12 Noon, 1<sup>st</sup> floor Conference Room – County Administration Building**

Would it be helpful for all of us (EB) to have a review of the Poll Books and the Optical Scanning machines so that we will be prepared to assist the Polling locations if there are any problems? We should all know how to set them up, turn them on, print the tape, and remove paper jams, etc.

- **The Vendor is contacted for providing technical support.**

Will you provide the Chiefs / Assistant Chiefs will all of our (EB) cell phone information? Since each of us needs to be available on the 7th all day - and will be visiting the various precincts - it would be advisable for them to have our contact information, if needed.

- **Yes, this information will be provided.**

What will you need from us (EB) on the evening of the 7th as materials / equipment is returned to your office?

- **Nothing at this time.**

What is the schedule for our activities during the remainder of that week?

- **EB will meet Wednesday, November 8, 2023 @ 2 PM for Canvass and Provisional Processing.**
- **EB will meet Monday, November 13, 2023 @ 2 PM for Canvass and Provisional Processing.**
- What other details do we need to be aware of in preparation for that week?
- **Nothing at this time.**

#### **Unfinished Business:**

- Establishing an emergency plan for the county's voting precincts – **Tabled**
- Identifying/clarifying the duties of the General Registrar - **Tabled**



**New Business: -**

- There was discussion to continue the search for a new location for Precinct #2.

**Executive Session (closed session) - No Closed Session**

**Public Comment** – There was no public comment.

**Date of Next Meeting** – the proposed date of the next regular meeting of the Electoral Board is Wednesday, November 8, 2023, at 2:00 PM at the County General Registrar's Office.

**Adjournment:** Vice-Chairman Seal made a motion to adjourn the meeting. The motion was seconded by Michelle Belle. The meeting adjourned at 3:22 PM.

Respectfully submitted,

**Michelle R. Belle**

Michelle R. Belle, Ed.D.  
Electoral Board Secretary