

BOARD OF ELECTIONS

Linda J. Sutton
Chair

Michael Flatow
Secretary

Jonathan S. Dills
Member



Robert H. Coffman
Director of Elections

Lamar Joyner
Deputy Director

FORSYTH COUNTY BOARD OF ELECTIONS BOARD MEETING MINUTES – JANUARY 30, 2013

Call to Order

A regular meeting of the Forsyth County Board of Elections was held in the Cooper Cardwell Elections Room on January 30, 2013. The meeting convened at 10:15 AM, Chairman Linda Sutton presiding.

Board Members in attendance: Chairman Linda Sutton, Secretary Michael Flatow,
Member Jonathan Dills

Staff Members in attendance: Director Robert Coffman, Deputy Director Lamar Joyner,
Judy Speas

Approval of Minutes

Chairman Sutton requested that the Board Members review the minutes of January 15, 2013. Secretary Flatow moved and Chairman Sutton seconded the motion to approve the minutes of January 15, 2013. **Motion carried.**

2013-2014 Budget

Mr. Coffman presented two 2013-2014 Fiscal Year budget report documents to the Board Members. Object levels for Temporary Help, Maintenance Contracts, Space and Auto Rental, Small Equipment and Equipment Repair were discussed in detail. Secretary Flatow requested additional information for the General Supplies object level. Mr. Coffman explained that the 2013-2014 Fiscal Year budget includes three elections while the current budget year had two elections. However, the upcoming three elections of the 2013 Winston-Salem Municipal Primary, 2013 Municipal General Election and 2014 Primary Election would be less expensive to operate than the two elections in the 2012-2013 Fiscal Year. Each municipality reimburses the county for the cost of the municipal elections while the 2014 Primary is paid through the county general fund.

Mr. Coffman recommended a two year term contract with Election Systems & Software, Inc. for the required voting equipment and software maintenance. A two year term contract would save approximately \$15,000 over a one year term contract. The election preparation software license used for tabulating the ballots and programming the equipment would be reduced by approximately ten percent with the two year term agreement.

Mr. Coffman explained the central postage object level item which is an interdepartmental charge. Large mailing costs include mailings of absentee ballots, Voter Registration, NCOA and List Maintenance cards, etc.

Mr. Coffman and the Board Members discussed several strategies to save money in the proposed fiscal year budget, including Early Voting plans in the 2014 Primary Election and precinct combination for the municipal elections. Member Dills moved and Secretary Flatow seconded the motion to accept the recommendation for the 2013-2014 Fiscal Year budget. **Motion carried.**

Other Business

None.

Adjournment

Member Dills moved and Secretary Flatow seconded the motion to adjourn the meeting. **Motion carried** and the meeting was adjourned at 11:00 AM. The next Board of Elections meeting was scheduled for March 5, 2013 at 10:00 AM.

Approved:

Linda J. Sutton, Chair

Date

Michael Flatow, Secretary

Date

Jonathan S. Dills, Member

Date

Attachments of File: 2013-2014 Fiscal Year Budget Reports: Report #228, Department Expenditures by Object Level 3; Report #247, Department Expenditures by OCA, Object Level 3