

**MADISON COUNTY BOARD OF ELECTIONS  
ABSENTEE SESSION  
Board of Elections Conference Room  
February 13, 2024  
3:00 P.M.**

## **MINUTES**

### **CALL TO ORDER**

Chair Wallin called the meeting of the Madison County Board of Elections to order on February 13, 2024, at Suite E, Room 16, 5707 US 25-70 Hwy, Marshall, 28753. In attendance: Jerry Wallin, Chair; Dyatt Smathers, Secretary; Brian Ball, Member; Ray Lewis, Member; Debbie Ponder, Member; Jacob Ray, Director; and one member of the public.

### **Agenda:**

Motion (DS, BB) to approve the agenda as presented. The motion passed unanimously (5-0).

### **Minutes Approval:**

Motion (BB, DS) to approve the following minutes as presented: January 17, 2024, Monthly Meeting minutes, January 30, 2024, Absentee minutes, and February 6, 2024, Absentee Meeting minutes. The motion passed unanimously (5-0).

### **Members Reports:**

Chair Wallin expressed appreciation for member Ray Lewis attending the meeting.

Secretary Smathers reported on a conversation he had with Yancey County's County Manger about the "MAPS" (Management and Personnel Services) salary study that was conducted by Madison County.

### **Director's Report:**

The director updated the board about fiscal year 2025 budget proposal, preparations for in-person voting; for Early Voting; and Election Day. The director updated the board on the training session that was held the previous Saturday.

### **Preparatory Steps to Count Ballots:**

The Board verified the voting equipment chain of custody for the Absentee DS200 and all Early Voting Sites DS200s.

The Board printed and verified the zero tapes for the Absentee DS200 and all Early Voting Sites DS200s.

### **NEW BUSINESS**

- No ballots were approved during the meeting.

## **BALLOT DUPLICATION**

No ballots were duplicated.

The Board opened and reviewed previously approved Absentee Ballots and scanned those through the DS200 tabulator.

Motion (DS, JW) to allow the Board to transcribe a missing CIV number onto a ballot that was missing the CIV number. The motion passed unanimously (5-0).

## **PREPARATORY STEPS TO SECURE COUNTED BALLOTS**

The Board recorded the ending ballot count of four ballots and sealed the machine for storage.

### **Other Matters:**

Motion (DS, DP) to approve the Election Day poll workers list as presented. The motion passed unanimously (5-0).

Motion (BB, DS) to approve the Early Voting poll workers list as presented. The motion passed unanimously (5-0).

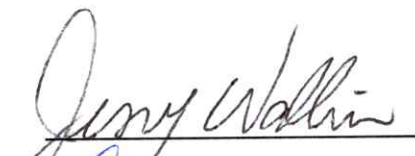
### **Public Comment:**

No public comment was made.

## **ANNOUNCEMENTS:**

Next Absentee Meeting: Tuesday, February 20, 2024, at 3:00 p.m.

**Motion to adjourn at 4:15 p.m. (DS, JW) and motion carried (5-0)**

  
\_\_\_\_\_, Chair

  
\_\_\_\_\_, Secretary