

COUNTY OF CARTERET BOARD OF ELECTIONS
1702 Live Oak Street, Beaufort, NC 28516
Regular Monthly Meeting Minutes, January 6, 2021
9:00 AM

I. Meeting Called to Order

Chair Susan Cuthrell called the meeting to order at 9:00AM.

Board Members Present: Chair Susan Cuthrell, Vice Chair Jeanette Deese, Secretary Dale Gillikin, Member Marjorie Holland, and Member Gerald Godette

Staff Members Present: Director Caitlin Sabadish and Deputy Director Margot Burke

Others Present: None

II. Approval of Agenda

Secretary Gillikin made a motion to approve the January 6, 2021 regular meeting agenda. Member Holland seconded the motion and the motion was passed unanimously.

III. Public Comment

No public comment.

IV. Approval of Minutes

Director Sabadish presented the minutes from the October 6, 2020 Absentee Meeting, October 7, 2020 Regular Meeting, October 13, 2020 Absentee Meeting, October 20, 2020 Absentee Meeting, October 27, 2020 Absentee Meeting, November 2, 2020 Absentee Meeting, November 3, 2020 Election Day Meeting, November 6, 2020 Special Meeting, November 10, 2020 Regular Meeting, November 10, 2020 Provisional Meeting, November 12, 2020 Supplemental Absentee Meeting, November 13, 2020 Canvass Meeting, November 20, 2020 Special Meeting, November 23, 2020 Special Meeting, December 9, 2020 Regular Meeting and December 10, 2020 Special Meeting for approval. Secretary Gillikin made a motion to approve the minutes as presented. Member Holland seconded the motion and the motion was passed unanimously.

V. Director's Report

a. Express Vote Update

Director Sabadish presented the most recent quote from ES&S for the purchase of the Express Votes for the Board's review. Director Sabadish explained that the quote presented is not the final quote and several changes must be made by ES&S before moving forward. Director Sabadish advised that an updated copy of the quote would be presented to the Board once it is received. No formal action was required by the Board.

VI. Board Comments

Chair Cuthrell opened the floor for Board comments. No action was required by the Board.

Member Holland

Member Holland noted that she would like to see a bench placed in the office lobby due to the floor being uneven. Member Holland also asked that staff work to continue the project to put a mural in the office lobby. Chair Cuthrell noted that County scenery would be most appropriate, as the Board of Elections shares the building with both the Parks and Recreation Department and the Library. Staff agreed that they would work to fulfill both of these requests.

Secretary Gillikin

Secretary Gillikin expressed her desire to be relieved of Secretarial duties. Secretary Gillikin has been the Board Secretary for over three (3) years, and asked that another member take on the responsibility. Member Holland noted that the Board is up for reappointment in the Summer of 2021. Chair Cuthrell asked for the topic to be tabled until after the appointments were finalized; at that point the Board would vote in a new Secretary.

VII. Closed Session – Confidential Information

Vice Chair Deese made a motion to go into closed session in accordance with NC G.S. §143-318.11 (1) (6) for the purpose of discussing confidential information. Member Holland seconded the motion and the motion was carried unanimously. Vice Chair Deese made a motion to approve the closed session minutes from the December 9, 2020 closed session meeting as presented. Chair Cuthrell seconded the motion and the motion passed unanimously.

VIII. Return to Open Session

Vice Chair Deese made a motion to return to open session. This motion was seconded by Member Godette and the motion was carried unanimously.

IX. Adjournment

Secretary Gillikin made a motion to adjourn the meeting. The motion to adjourn was seconded by Vice Chair Deese and the motion was passed unanimously.

Susan Cuthrell, Chair

Jeanette Deese, Vice Chair

Dale Gillikin, Secretary

Marjorie Holland, Member

Gerald Godette, Member