**Decatur County Board of Elections and Registration**

**Decatur County Elections Office, Courthouse Annex**

**122 W. Water St.**

**Bainbridge, GA 39817**

**August 14, 2018**

**Call To Order**

**Administrative Notes**

The monthly meeting of the Decatur County Board of Elections and Voter Registration was called to order by Board Chairman Wendell Cofer at 6:30 p.m. and stated that the meeting had been duly advertised in the newspaper and on the appropriate buildings properly identifying meeting date, time and location as required by governing laws. Board Vice Chairman Willie Lamb and Board Member Keith Sellars were absent.

**Public Participation**: None

**Board Members present: Staff present:**

Board Chairman Wendell Cofer Carol P. Heard, Chief Elections Official

Board Member Beverly Holmes Linda Walton, Clerk of Voter Registration

Board Member Gina Burke Office staff Margaret Bryant and Carla Robinson

Guests: Poll workers Melbah Andrews, Billy Ward, Suzan Yates, Sammie Battle, Emma Sales and Evelyn Severson.

**Approve Minutes**

Board Member Gina Burke made a motion to accept the minutes from the July 27, 2018, meeting, and Board Member Beverly Holmes seconded the motion. Motion passed unanimously.

**Budget**

Chairman Cofer said the current budget is at 86 percent remaining, and the ideal percentage remaining is 83, which is 3 percent to the good.

**Old Business**

1. **Consideration of new website**

CEO Heard said her and Clerk of Voter Registration Linda Walton saw a demonstration of a website done by VRTower of Tallahassee, Fla. A quote was included in the Board member’s packet. The consensus was that the proposed cost of VRTower services was too much. Board Member Gina Burke said the Elections Board’s information needs to be separate from the rest of the County’s information and website, but VRTower’s quote was not feasible. Board Chairman Wendell made a motion to not accept the proposed contract with VRTower because it was too expensive. The motion put forth by Chairman Cofer to not proceed with the VRTower website contract was unanimously approved.

Board Member Keith Sellars made an offer via email to CEO Heard to develop a website for the Elections Board for approximately $960 a year. Chairman Cofer said he was reluctant for a board member to be financially involved with Elections Board business. Board Member Beverly Holmes said she wanted staff to check other resources. Board Members Cofer and Burke said they will check with their respective employers on what providers they use.

1. **Courthouse Annex**

CEO Heard said there is nothing new about the building other than the District Attorney has vacated the building. The U.S. Department of Homeland Security is scheduled to inspect the building and storage of election equipment on Thursday, Aug. 30, from 1 to 3 p.m. His visit will give the Board a good start on trying to adhere to the physical security standards outlined for critical infrastructure. Board Member Beverly Holmes will meet with staff and some poll workers the next day to get an idea of the flow of the public through the building and possible ideas for use of space.

**New Business**

1. **Deputy Registrars and volunteers wanting to assist with voter registration drives**

CEO Heard said 13 people were at the Elections office earlier taking the mandatory training and being sworn-in as deputy registrars. Kathie Adams had approached the CEO to inquire about a group of volunteers holding a series of voter registration drives. Clerk of Voter Registration Linda Walton has worked closely with Adams in ensuring such locations as Walmart are secured for the drives to be held.

**Adjournment --** The meeting adjourned at 6:50 p.m.