**Decatur County Board of Elections and Registration**

**Decatur County Elections Office, Courthouse Annex**

**122 W. Water St.**

**Bainbridge, GA 39817**

**August 30, 2018**

**Call To Order**

**Administrative Notes and Announcements**

A special called meeting of the Decatur County Board of Elections and Voter Registration was called to order by Board Vice Chairman Willie Lamb Jr. at 3:34 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 Chairman Wendell Cofer was absent after notifying board that he was retiring.

**Public Participation**: None

**Board Members present: Staff present:**

Board Vice Chairman Willie Lamb Jr. Carol P. Heard, Chief Elections Official

Board Member Beverly Holmes

Board Member Gina Burke Office staff Margaret Bryant

Board Member Keith Sellars

Guest: Poll manager Suzan Yates

**New Business**

1. **Consideration of Board Chairman appointment**

Board Chairman Wendell Cofer retired effective Sept. 1. Members discussed Mr. Cofer’s replacement by the Republican Party’s county executive director, Brent Miller. Board members agreed to name only an interim chairman and vice chairman until the second Republican Party board member is appointed.

Gina Burke made a motion to appoint Board Vice Chairman Wille Lamb Jr. to be interim chairman and Board Member Keith Sellars as interim vice chairman. Board Member Beverly Holmes seconded the motion. Motion passed unanimously.

1. **Consideration of Clerk of Voter Registration**

CEO Carol Heard said she wanted guidance from the Board on how to proceed with the search for a new clerk of voter registration since Linda Walton’s resigned effective Aug. 28. Board Member Keith Sellars would feel more comfortable to advertise the position with the public after CEO Heard said there is a good pool of potential candidates within the poll worker ranks. Sellars said to try to find a job description of the clerk of voter registration. If not, CEO Heard needs to develop it. Sellars also suggested that CEO Heard have part-time workers and staff members work any extra hours at the CEO’s direction to accomplish all necessary duties for the General Election.

**Adjournment --** The meeting adjourned at 4 p.m.