**Decatur County Board of Elections and Registration**

**Decatur County Elections Office, Courthouse Annex**

**122 W. Water St.**

**Bainbridge, GA 39817**

**January 16, 2024**

**Call To Order**

**Administrative Notes and Announcements**

The regularly scheduled meeting of the Decatur County Board of Elections and Voter Registration was called to order by Chairman Keith Sellars at 6:30 p.m. and stated that the meeting had been duly advertised in the newspaper, and on the appropriate building properly identifying the meeting date, time and location as required by governing laws. Board Member Dan Provence was unable to attend.

**Public Participation**: None

**Board Members present: Staff and others present:**

Chairman Keith Sellars Joyce Coddington, Election Supervisor

Vice Chairman Beverly Holmes Linda Walton, Asst. Elections Supervisor

Board Member Johnny Brown Margaret Bryant, Deputy Registrar

Board Member Gina Burke Emma Sales, Charles Harrell,

 Melbah Andrews, Suzan Yates, Valerie Bush

 Zakiya Williams, Patricia Williams, Evelyn Severson

**Approved Minutes**

Vice Chairman Holmes motioned to accept the minutes from the November 14, 2023, regular meeting. Board Member Brown seconded the motion. The motion passed unanimously.

**Budget**

Supervisor Coddington advised the Board that the budget is currently at 66 % and that there were not any expenses that should not be there. Chairman Sellars asked about the small equipment account and if the amount remaining was 100%. Coddington advised the Chairman that the amount remaining was at 100%.

Coddington also advised the Board that it was time to work on the next year's budget and that the timeline was by the end of March. Chairman Sellars explained that during the process of working on the new budget would be raises for the staff. Chairman Sellars also stated that according to an email from Michelle, the cost-of-living raises are supposed to be approved by the Board as a part of the budget and not a part of the cost of living that the county does across the board. Chairman Sellars read the email received from Michelle. There was some discussion about the cost of living and where it comes from. The Board asked Coddington to email Michelle to clarify the email.

**New Business**

1. **Dominion Warranty**

Chairman Sellars asked Coddington to explain the items on the invoice, which included all the Dominion equipment currently owned by the county. Chairman Sellars reviewed the invoice by each line item and explained that these items are the hardware warranty for each machine. Sellars explained why the warranties are important. Board Member Burke expressed her dislike about the cost of these warranties and not having much choice in the matter. Burke also reminded the Board of what Dominion said last year regarding not keeping the warranty. Vice Chairman Holmes asked if Dominion serviced the machines as a part of the warranty. Coddington told the Board that the machines are supposed to be updated in 2025 but did not feel as though that could be called a service on the machines. Coddington also stated that she believed that Dominion relied on the L&A testing on the machines to find problems that may arise. Coddington also stated that the Secretary of State did random testing on our equipment and did not find any issues.

After some discussion Board Member Burke made a motion to keep the warranty and Member Brown seconded and the motion passed unanimously.

1. **Purchasing a Copier**

Coddington advised the Board about the copier needing to be replaced and the circumstances of why it needed to be replaced. Coddington told the Board that according to Tristate the copier could not be repaired due to the fact the required part (the laser) could no longer be ordered. Coddington presented to the Board an estimate of the cost to replace the copier which was $5323.00 for a Sharp BP 70-C31. Chairman Sellars then advised the Board that he had researched this particular model and spoke with the salesman at Tristate. Sellars then read into the record an email from Tristate. Tristate also recommended a service contract for $45 monthly. After some discussion regarding the purchase of the copier Board Member Burke made a motion to purchase the copier and the service contract and Vice Chairman Holmes seconded the motion. The motion passed unanimously.

1. **March Meeting**

The Board voted on the March meeting that would certify the Presidential Preference Primary to be on March 15, 2024, at 5 pm. Board Member Burke made a motion to meet at that time and Member Brown seconded and the motion passed unanimously.

Motion to adjourn by Vice Chairman Holmes seconded by Member Brown. Motion passed at 7:10 pm