

Decatur County Board of Elections and Registration

Decatur County Elections Office, Courthouse Annex

122 W. Water St.

Bainbridge, GA 39817

February 13, 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 6:32 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 Johnny Brown was unable to attend.

Public Participation: None

Board Members present:

Chairman Keith Sellars

Vice Chairman Beverly Holmes

Board Member Johnny Brown

Board Member Gina Burke

Staff and others present:

Joyce Coddington, Election Supervisor

Linda Walton, Asst. Elections Supervisor

Margaret Bryant, Deputy Registrar

Becky Harrell, Charles Harrell,

Melbah Andrews, Suzan Yates

Zakiya Williams, Patricia Williams

Approved Minutes

Board Member Burke motioned to accept the minutes from the January 16, 2024, regular meeting. Vice Chairman Holmes seconded the motion. The motion passed unanimously.

Budget

Supervisor Coddington advised the Board that the budget is currently at 65 % and noted the expense under machinery and equipment for the purchase of a new copier for the office. Vice Chairman Holmes inquired about a line item under telephones listed as GTA. Coddington stated that she would ask what the line item pertained to. Coddington also stated that the phones were switched from the prior service over to the service provided by Sterling IT which is included in the monthly service fee currently being paid. Coddington also stated that an email was sent to inquire about a line item under telephones which had a staff member's name by a \$45 expense.

Vice Chairman Holmes inquired about the water and sewage account being so high. Coddington stated that the Fairgrounds had a pipe broken and had gone unnoticed until the bill came into administration and was brought to our attention. Coddington also stated that she would start going by the buildings more often to check them for any issues that may need attention. Member Burke inquired about \$400.00 under food and lunches. Coddington advised that Mr. Johnson was the person we had to provide the lunches to the poll workers on election day. Chairman Holmes asked about the Pic & Save under the same line item and Coddington stated that the charges were for water, snacks, and deployment lunches. Holmes also asked if we had to have receipts for these purchases and Coddington responded yes because we have to use PO numbers and turn in receipts to Admin to pay and that Pic & Save was the only place that we could use our POs. Holmes inquired about a charge under Election Supplies for \$86.90 which Coddington stated was for paper for the scanners that had to be purchased from Dominion. Chairman Sellars inquired about payments made to Member Brown under the contract labor. Coddington advised that Member Brown works as a poll worker during elections and works on election day at the office to help with voter traffic and delivery of poll worker lunches.

Vice Chairman Holmes stated that we need to be sure to be fair across the board on contract labor. Chairman Sellars stated that the staff manages the contract labor as far as scheduling.

Member Provence asked if there was a charge for checks having to be re-written. Coddington stated she did not believe so and that she was sure if there was we would be charged on our end.

Vice Chairman Holmes requested that the budget be sent out sooner so that she has time to review it before the meeting. Coddington stated she would get that out to them sooner.

New Business

A. Cost of Living Raise

Chairman Sellars advised the Board that he would like to propose a cost of living raise for the staff and poll workers. Sellars stated that per Michelle's email, it was up to the Board to give the staff a cost of living raise which should be included in the budget submitted to administration. Sellars stated that after some research he proposed 4% and asked the other Board members what their opinion was on how much the cost-of-living raise should be. Vice Chairman Holmes stated that she would propose 3%. Sellars asked the poll workers in attendance how they felt about a 4% cost of living raise. The response was that it was minimal and that a raise had not been given in years for poll workers. Member Provence suggested that it should be done on a more regular basis. Sellars stated that without poll workers it would be hard to run elections. Chairman Sellars asked for a vote for a 4% cost of living raise across the board for staff and poll workers. Member Provence made a motion to increase pay by 4% and Member Burke seconded the motion. The motion passed unanimously.

B. Old Business

Coddington stated that the new copier had arrived and the staff was glad to have it. Coddington also stated that the old copier would be moved upstairs and used as a black and white copier until it no longer functioned.

The next meeting is Friday, March 15, 2024, at 5 pm.

Adjournment:

6:57 pm

Motion made by Burke, seconded by Provence. The motion passed unanimously.