

MACON COUNTY BOARD OF ELECTIONS
Pre-Election Board Meeting, 6 November 2023

Participants: Director Melanie Thibault, Deputy Director Judy Fritts, Kathy Tinsley, Lynne Garrison, Gary Dills, John Vanhook and Jeff Gillette.

Call to Order: The Chair called the meeting to order at 5 PM.

1. Minutes from 13 September 2023: Mr. Gillette made a motion to accept the minutes as written. Mr. Vanhook seconded the motion and the Board unanimously approved. Attachments 1
2. Absentee Plan for March 2024 Primary Election: Mr. Dills made a motion to accept the One Stop Plan which calls for open polls during the period 15 February to 2 March 2024 from 8 AM to 7:30 PM (Monday through Friday) and on Saturdays from 8 AM to 3 PM at the Carpenter Center and the Highlands Civic Center. Mr Vanhook seconded the motion and the Board unanimously approved. Attachment 2
3. Invoices: The Director provided two invoices to Amazon (\$273.38 for Flag pins for voters, \$55.65 for office organizers) and an invoice to pay Franklin Lock and Key \$334 for rekeying the Highlands site. The Board reviewed the invoices and Chairman Tinsley signed. Attachment 3.
4. Budget: The board reviewed the current budget. We are on track for spending. Attachment 4
5. Machine Testing: Mr. Vanhook made a motion to pay a stipend of \$240 to Mr Williams and \$240 to Ms. Fritts for pre-election testing which are duties outside their normal duties. Mr Gillette seconded the motion and the Board unanimously approved.
6. Absentee Ballot Review and counting: The Board received four absentee ballots. The Board reviewed each absentee envelope. All were approved as valid by at least two Board members. The Director opened each envelope with the Board observing. Mr. Dills and Ms. Garrison observed Ms. Fritts as she opened the polling station. The counter read zero. Ms. Garrison entered the ballots into the polling station with Mr. Dills observing. Ms. Fritts closed the polls with the counter reading four. Ms. Fritts closed the case holding the polling station and sealed it with a seal numbered 5838994.

7. Adjourn: Ms. Garrison made a motion to adjourn until 7 November 2023 at 5 PM. Mr Gillette seconded the motion and the Board unanimously approved. The Board adjourned at 6 PM.

Attachments

1. Minutes from 13 September 2023
2. One Stop Plan for 2023 March Primary Election
3. Invoice to Amazon and Franklin Lock and Key
4. Current budget report