

**Board Minutes of the Duplin County Board of Elections**  
**Thursday, December 3, 2015 10:00AM**

On Thursday, December 3, 2015 10:00AM, the Duplin County Board of Elections was called to order by Derl Walker, Chairman.

In attendance at the meeting were the following: Derl Walker, Chairman; Johnnie Boyette, Secretary; Angela B. Mainor, Member; Karen Lawrence, Director; Susan Williams, Deputy Director & Lily Stainback, Elections Specialist.

Attending the meeting from the local newspaper was Tervor Normile, reporter for the Duplin Times.

The Invocation was given by Derl Walker, Chairman.

Approval of the November 4, 2015 minutes were completed and the board asked Director Lawrence to email them the ones for the November 10, 2015 Canvass Day so they would have time to read them.

Old Business: NONE

New Business:

1. Mr. Walker asked that the staff use the telephone intercom instead of "Yelling" through the office if we need to communicate with each other.
2. Susan Williams presented the number of projected poll workers that we will need to meet the needs and requirements for each site. Board agreed that there should be 2 student elections assistants at each polling site if we have enough to apply.
3. Mr. Walker addressed the fact that Christmas is around the corner and that employees should not be shopping on line.
4. Mr. Walker addressed the fact that the board needed name plates on the board table and photographic name tags for Election Day. Ms. Lawrence made them name plates for the board table which the board agreed were sufficient and she will laminate these for future use and the board agreed to go to Social Services and get the name badges made like other county employees. This will be coordinated with Sharon in HR.
5. Recounting Ballots was given to the Director as an overview that the board wanted to be present at all counting including the state mandated time of checking the voting machines known as "Sample Audit Count." Director Lawrence noted that her former county did not require board members to be present for this but would comply with this board's wishes to be present at the next election's Sample Audit Count.
6. The One Stop Implementation plan for the state was submitted for approval by Director Lawrence and with the full approval of the board to keep the same hours the state required for 100 hours at the March 15, 2016 primary.