

State of Georgia

County of Henry

The Henry County Board of Elections and Registration held a Regular Public Meeting at 1:00 p.m. on Wednesday, December 4th, 2019, in the Conference Room, of the Elections and Registrations Building, 40 Atlanta Street, McDonough, Georgia. Notice of this meeting was posted in the entrance foyer of the Elections and Registration Building. The Daily Herald was notified of this meeting. Those present were:

Dan Richardson, Chair and Republican Party Appointee

Donna McBride, Vice Chair and Democratic Party Appointee

Andy Callaway, Republican Party Appointee

Mildred Schmelz, Democratic Party Appointee

Arch Brown, Board of Commissioners Appointee

Also attending was: Tina Lunsford, Grayson Davis, and Terrika Davis.

I. Call to Order

Chair Richardson called the meeting to order.

II. Acceptance of the Agenda

Chair Richardson asked to move 'Chairman closing remarks' from item 9 to item number 4. Vice Chair McBride made the motion to accept the change; Board Member Schmelz seconded. The motion carried 5-0-0.

III. Approval of the November minutes

Chair Richardson called for the acceptance of the November minutes. Board Member Schmelz requested the following amendments: 1) item 5B, add that she thanked the Stockbridge City Council for making the change to Merle Manders and 2) item 5D, second paragraph, add that she requested going to all four Senior Centers with Diane Reed and Director Lunsford and to work out logistics. Chair Richardson made the motion to accept the minutes as amended and Board Member Callaway seconded. The motion carried 5-0-0.

IV. Chairman remarks

Chair Richardson made his remarks.

V. Old Business

A. Update on modular unit as potential office space

Director Lunsford referred to the Executive Summary packet that would be presented at the Board of Commissioner's meeting on December 17th, 2019 regarding the modular unit. She presented the diagram of the modular unit and stated that it would be used for office staff. She stated that the current building would be used for voting and storage. Chair Richardson asked which staff would be relocated and if any would remain in the old building. Director Lunsford stated that all staff would be relocated to the modular unit.

Chair Richardson stated that he attended the Board of Commissioner's meeting and spoke with Commissioner Thomas regarding the modular unit. He stated that she requested that the Board of Elections contact the School Board for other options. Chair Richardson and Vice Chair McBride contacted the School Board and gave the acquired contact information to Director Lunsford. They requested that she forward it to the County Manager's office. Chair Richardson stated that the Board needs to contact commissioners for support. Board Member Schmelz asked if using the school is the first choice and modular unit is the second choice. He replied that is the direction Commissioner Thomas would like and that he agrees with this decision. Board Member Callaway asked if it will only be a

portion of the school and if there was a diagram of this to see. Chair Richardson replied that this had not been proposed yet. The Board discussed this matter further and concluded that getting the Commissioners support is pertinent.

B. Board vote to move Stockbridge Central polling location to Merle Manders

Chair Richardson stated that Stockbridge City Council voted to move the Stockbridge City location to Merle Manders moving forward and agreed to allow Merle Manders to be used for the Stockbridge Central polling location for 2020. He asked if there was any feedback received regarding the polling location change. Director Lunsford stated that there were no comments. Chair Richardson stated on the record, that citizens were given the opportunity to provide comments for support or opposition to the Stockbridge Central polling location. He then asked for a motion. Board Member Schmelz made the motion to move the Stockbridge Central polling location to Merle Manders; Board Member Callaway seconded. The motion carried 5-0-0.

C. Budget

Chair Richardson deferred to Director Lunsford about the budget. Director Lunsford provided a document that showed all 34 accounts in the budget. She proceeded to speak of the breakdown of the budget. Chair Richardson spoke of the meeting that he and Director Lunsford had with the Budget Liaison. He stated they discussed the expenditures moving into 2020. He also stated that they asked them to be prudent leaders and that the office would be supported in obtaining the necessities. Chair Richardson mentioned the conversation that he had with the County Manager and she reiterated her support for the Board of Elections. Chair Richardson asked Director Lunsford if she could explain the budget, the breakdown, and the impact on the conference. Director Lunsford explained the breakdown in regards to training. Director Lunsford said that during the budget process, the amount for training was cut. She then stated that she explained the importance of the conference during the budget process. Board Member Schmelz stated that she felt the Board should be notified of

any changes or cuts that take place. The Board discussed and concluded that the Board needs to be made aware of any changes to the budget going forward.

D. Proposed Legislation Changes

Chair Richardson spoke of the proposed legislative changes to the Director's term and the Board of Commissioner appointee. He then stated that it was presented to the Commissioners and stated that it did not pass. He then stated that he is asking for discussion and a possible motion to present the proposed legislation to the Legislative Delegation of Henry County and ask them to introduce it. The Board discussed and decided that due to the amount of time involved they should move forward without the Commissioners' support. Chair Richardson asked for a motion. Vice Chair McBride proposed that the Board move forward with the proposed legislative changes as we have written to provide to the Henry County Delegation Legislators to get approved at the next legislative meeting; Board Member Brown seconded. Board Member Schmelz amended the motion, to say specifically that the Chair and Vice Chair contact the Henry County Legislative Delegation with the proposed legislative changes, along with the County Attorney. Vice Chair McBride accepted the amendment. Chair Richardson stated that it has been first and seconded that the Chair and Vice Chair will present the proposed legislative changes to the Legislative Delegation of Henry County and to the County Attorney with the request that they approve the proposed legislation. The motion carried 5-0-0.

VI. New Business

A. Improvements for Conducting Joint Municipal and County Elections Review- Prior year proposals/efforts

Chair Richardson stated that there have been attempts to resolve the issue of voters having separate polling locations for city and county elections. He then deferred to Director Lunsford for more information. She stated that during redistricting after the last census the office attempted to

correct the problem with the cities. She then stated that resolving the issue would require the City Council adopting a resolution and working with the County and City Attorneys to change their lines. Chair Richardson stated that the Board could be successful if they contact the City Councils during this process. Board Member Schmelz asked if any complaints were received regarding the two polling locations. Director Lunsford stated that there were disgruntled voters who did not understand the process. She stated that the cities determined their polling locations and the office has no control. The Board discussed and Board Member Schmelz motioned to offer the Board to draft a resolution to all four cities in Henry County regarding two voting locations for county and municipal elections, curtailing voters having to go to two different polling places; Vice Chair McBride seconded. The motion carried 5-0-0.

B. Initiative: Increase the number of Voting Machines at 100% of the precincts in March 2020- Precincts Readiness Review

Chair Richardson stated that there are citizens of Henry County that believe that moving to churches would decrease the number of voting units to the polling locations. He then stated that we are increasing the number of voting units at 100% of the voting locations. He stated that the issue with the main office for early voting is not currently resolved. Chair Richardson stated if no changes occur, the number of early voting machines will drop from 36 to 9, and the only entity that has authority to change this is the Board of Commissioners. Chair Richardson stated that this is on the agenda for the December 17th Board of Commissioner's meeting and stressed that we need the citizen's support.

VII. Supervisor Report

A. Board Member training on new voting equipment

Director Lunsford stated that the Board Members should schedule training on the new equipment. The Board asked how long training would be, when it should be completed by, and the best day. The Director stated that it would take 2 hours, should be completed by the end of January, and

Tuesdays are the best days. Board Member Schmelz stated that once training has been completed she would be willing to go to the Senior Centers to present the new voting equipment. Chair Richardson also said he is open to going to the Senior Centers and Home Owners Association meetings and Veteran's Center as well. Vice Chair McBride said she is also available in leading or assisting with training.

B. New procedures for absentee by mail for elderly/disabled voters.

Director Lunsford stated that there is interest in sending a letter to previously marked elderly and disabled absentee by mail voters. She then stated that it would cost approximately \$1,300, and that it would be a onetime request to last the year. Chair Richardson stated that he would also like to cooperate with the religious community and also disseminate the information to them. Board Member Schmelz asked for the senior centers to be included as well. Vice Chair McBride made the motion that the Board approves sending the communication out to elderly and disabled voters, so that they will be able to request an absentee by mail ballot that will last the entire year; Board Member Brown seconded. The motion carried 5-0-0.

C. Voter Education Town Hall December 12th, 2019

Director Lunsford referred to the flyer about the Voter Education forum at the Board of Education on December 12th. Chair Richardson asked if there were any updates on participation by the Senators and representatives from other counties. Vice Chair McBride stated that Senator Emmanuel Jones confirmed that he would be at the Voter Education forum as well as the Board of Elections Director of Spalding. She also stated that the Chamber of Commerce is waiting to hear from Representatives Karen Mathiak and Andy Welsh to see if they are attending.

VIII. Public Comments

There were no public comments.

IX. Board Members closing remarks

The Board Members did not have any closing remarks.

X. Announcement – Next board meeting on January 8th, 2020

Chair Richardson announced the date, time, and location of the next meeting.

XI. Adjournment

Board Member Callaway made the motion to adjourn; Vice Chair McBride seconded. The motion carried 5-0-0.