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## **GLYNN COUNTY BOARD OF ELECTIONS AND REGISTRATION**

Meeting, Tuesday September 14, 2021

The September meeting of the Board of Elections and Registration was called to order by Chairman Featherstone at 2:00 p.m.

Present were Patricia Featherstone, Chairman; Keith Rustin, Vice-Chairman; Sandy Dean, Secretary; Ward Schaumberg, Member; Tommy Clark, Member; Christopher Channell, Supervisor; Christina Redden, Assistant Supervisor; Geoffrey Crocker, Elections Specialist; Gordon Jackson, *The Brunswick News*; and Terry Starry

### ***Public Comment***

There was no public comment.

### ***Approval of Minutes: July 13, 2021 Regular Meeting***

Mr. Clark made a motion to approve the minutes. Mr. Schaumberg seconded the motion and the motion passed 5-0.

### ***Old Business***

#### ***Election of Board Secretary***

Mr. Clark nominated Sandy Dean to become Board secretary. Mr. Rustin seconded. There were no other nominations. Mr. Clark moved to cease nomination and Mr. Rustin seconded. Ms. Dean was elected as Board secretary with a vote of 5-0.

#### ***Urbana-Perry Parks Relocation Process***

Mr. Channell updated the Board on the poll relocation to Bethel Evangel Community Church. The church has agreed to open their enclosed parking area, at the rear of the building. The church will also open their doors to offer a more direct route for voters in the case of inclement weather. Two church deacons will be available to assist the poll team on Election Day. The church has signed the lease agreement which will be finalized after the meeting when the Chairman signs the document. Mr. Channell met with the Sherriff to discuss the city's concerns about the location's proximity to the courthouse before the upcoming trial. The Sherriff expressed confidence regarding security for voting. An additional meeting was held with the rally's permit holder who agreed that any activities should not interfere with voting. Mr. Rustin inquired about efforts to notify voters of the change. Mr. Channell stated new precinct cards have been ordered, ads were placed in the newspaper, social media posts are being circulated, location change signs have been ordered, a large banner has been ordered to be placed at the entrance to the former precinct, and large "Vote Here" flags have been ordered for the new location.

#### ***Office Space Update***

Mr. Channell stated a meeting is set for Thursday to finalize building plans in preparation of the September 21<sup>st</sup> presentation to the County Commissioners. The County Commissioners meeting will likely be held virtually, but Board members plan to attend if the meeting is held in-person. If approved, the project will likely not be completed until 2023.

#### ***Redistricting***

GIS has received the 2020 Census data and it has been imported into the ESRI Redistricting software. The new population totals will require redistricting of the five county districts. Mr. Channell and Ms. Redden have begun working with the data to draw multiple options for the presentation to the County Commissioners. GIS and the County Attorney will review or edit the drafts before they are submitted. Once the new district map is accepted, the office will begin redrawing precinct lines.

#### ***Municipal Election Update***

The election files have been received. Mr. Channell has placed a notice that logic and accuracy testing will begin on September 15, 2021 at 9 A.M. One member of the public has contacted the office and will be present to observe testing. Eighteen absentee ballot applications have been received and qualified. Ms. Featherstone inquired about



the contract with the City of Brunswick to conduct elections, which is dated from 1985. Mr. Channell has examined the contract and a new contract is needed. Mr. Channell will coordinate with the city after the election to accomplish this task before the 2023 election cycle.

### ***GAVREO Conference Report***

Ms. Featherstone asked each of the conference attendees to discuss information they learned or found noteworthy. Mr. Rustin stated he was pleased to learn that the policies and techniques used by this Board and office reflect those presented by conference leaders. Mr. Schaumberg felt the conference offered valuable information for new Board members or new elections personnel. Mr. Rustin commented on the need for a strategy to handle new voter registrations prior to a runoff according to the new calendar deadlines. Ms. Featherstone noted the improved vendor displays versus the previous conference and encouraged staff to review the products with regard to future growth and current needs. Ms. Featherstone also expressed interest in further exploring self-audits after elections.

### ***Job Duty Matrix Update***

Mr. Channell presented the current draft of the matrix spreadsheet. Mr. Channell noted this is a starting draft and will be evaluated over the coming months. Once the 2021 election cycle closes, the matrix will be edited to reflect both the new Elections Technician position and the new allocations of work. Once the matrix is complete, new job descriptions will be submitted to Human Resources.

### ***New Business***

#### ***Introduction of New Election Technician***

Mr. Channell introduced Mr. Crocker as the new hire to fill the staff Elections Technician position. Mr. Crocker summarized his experience to the Board and answered Board member questions.

### ***Office Report***

Mr. Channell presented the current office financial information. Many of the charges will be billed to the City of Brunswick once the election cycle ends. Mr. Channell asked the Board to begin examining the FY23 Budget goals at the next Board meeting. There are just over 66,000 registered voters currently. The October Board meeting will be held at the Brunswick library due to early voting in the regular meeting room.

### ***Board Member Comments***

Mr. Clarke commented on the healthy return of Board member, Ms. Dean. Ms. Featherstone inquired about staffing at the Secretary of State's office. Mr. Channell answered all positions have been filled except the Deputy Director, recently vacated by Breann Thomas.

### ***Executive Session***

There was no motion for Executive Session.

### ***Adjournment***

Mr. Clark made the motion to adjourn, Ms. Dean seconded. The motion was approved 5-0.

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Patricia Featherstone, Chairman

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Sandy Dean, Secretary