



227 N. Main Street  
Raeford, North Carolina  
28376

Commissioner's Room  
Pratt Building

---

## A G E N D A

---

- 
- ITEM 1. Call to Order**
  - ITEM 2. Consideration of Minutes**
  - ITEM 3. Darlene Clark concern**
  - ITEM 4. Municipal Election voting site review**
  - ITEM 5. Nomination of Director**
  - ITEM 6. Review of open position job descriptions**
  - ITEM 7. Budget review update**
  - ITEM 8. Closed Session (Optional)**
  - ITEM 9. Adjournment**
  - ITEM 10.**
  - ITEM 11.**

Regular schedule meeting of the Hoke County Board of Elections Board Members on Tuesday, June 06, 2017 at 5:00 pm in the Hoke County Board of Elections Office of the Pratt Building.

**Members Present:**

Robert Vaughn, Chairman  
John Harry, Secretary  
Gloria B. Hill, Member

**Other(s) Present:**

Towanna Jackson, Interim Director  
Darlene Clark

**Item 1. Call to Order**

Robert Vaughn called the meeting to order at 5:00 pm.

**Item 2. Consideration of Minutes**

**Motion: Gloria B. Hill, member; made a motion to accept the minutes of May 9th and May 24th.**

**Action: John Harry, secretary; gave a second to accept the minutes.**

After reviewing the minutes of May 9<sup>th</sup> and May 24<sup>th</sup>, Gloria Hill, member; accepted the minutes with no changes and John Harry, secretary; and Robert Vaughn, chairman; agreed and moved to the next item on the agenda.

**Item 3. Darlene Clark Concern**

**Action: Robert Vaughn, Chairman; opened the floor for Ms. Clark to express her concern about the change in precinct.**

After reviewing a 1999 census map of the precinct lines being placed on “physical” boundary lines, Ms. Clark was made aware that this change was not corrected and was found in the GIS audit that the county board of elections receive each week. The change was not due to gerrymandering but correcting GIS points that should have been fixed when they county first went on to the SIEMS program. Once everything was explained Ms. Clark was accepting of the change and the concern was resolved by the board.

**Item 4. Municipal Election One-Stop site**

**Action: Robert Vaughn, Chairman; made a motion to accept the move of the Municipal election one-stop to the municipal being with a second from John Harry, secretary; upon consideration of the pros and cons of the move. Gloria Hill, member; was not in favor of the moving of the municipal one-stop site.**

John Harry, secretary; requested the use of the City Hall Building to hold the Municipal One Stop Election for 2017. The option was given for the board of elections to use the building once an agreement is reached. The board will take thirty days (30) to review the request and discussed the matter at their next board meeting on June 06 for review. John Harry, secretary; wanted to know the boards frame of mind when it came to moving the one-stop from the county building to city building. Robert Vaughn, chair; gave not input but Gloria Hill, member; stated that she did not see a need to move the site since it was working out so well.

**Item 5. Nomination of Director of Elections**

**Action: All board members present, signed a letter of recommendation to be sent to the State Board of Elections.**

Per General Statute 163-35.b “Upon receipt of a nomination from the county board of elections stating that the nominee for director of elections is submitted for appointment upon majority selection by the county board of elections the Executive Director shall issue a letter of appointment of such nominee to the chairman of the county board of elections within 10 days after receipt of the nomination.” A letter was drafted, along with information per the State to be emailed to the legal department for the Executive Director Kim Strach to review.

**Item 6. Review of Job descriptions to fill two vacancies.**

**Action: A motion was made by John Harry, secretary; to accept the job posting for the hire of two vacancies in the board of elections office. Gloria Hill, member; seconded the motion to have the jobs descriptions accepted and posted on the county web site.**

Two job descriptions (one for election clerk and election technician) was reviewed by the board to look at the qualifications needed for the candidates. Each posting will become posted through human resources and two weeks will be given to accept applications and begin the interview process towards the end of June.

**Item 7. Budget Review update**

2017-2018 budget process was reviewed and all aspects of the budget was approved by the county manager to be presented to the county commissioners during the budget retreat beginning June 07, 2017 at 2:45 for the board of elections office. John Harry, secretary; would attend the budget retreat to offer support to the director.

**Item 8. Closed Session (not needed)**

**Item 9. Adjournment.**

There being no further business to be presented to Hoke County Board of Elections Board, Robert Vaughn, chairman made a motion to adjourn, with Gloria Hill (member) seconding. The meeting was adjourned at 5:45 pm.

Respectfully Submitted

\_\_\_\_\_  
John Harry, Secretary