

# Sumter County Board of Elections Meeting October 6, 2020 at 4:30 pm

## **I. Call to Order**

The meeting was called to order by Chairman James Gaston at 4:33 pm.

## **II. Roll Call**

**a) Board Members Present:** Chairman James Gaston, Dr. Shirley Latimore, Rhonda Reddick, Carson Walker, Marty McDonald

**b) County Attorney:** Kimberly Reid – absent

**c) Staff Present:** Randy Howard, Lois Phillips

## **III. Motion to Adopt the Agenda**

Mr. Howard asked to amend the agenda, to add the August 4th minutes to this section.

Marty McDonald made a motion to accept the agenda as amended.

Carson Walker and Rhonda Reddick seconded the motion.

Motion carried.

## **IV. Approval of the August 4, 2020 and September 1, 2020 Minutes**

### **a) August 4<sup>th</sup> minutes**

Carson Walker moved to add the word “approved” to the section “IV. Approval of the July 7, 2020 Minutes”, and to accept the minutes as amended.

Marty McDonald seconded the motion.

Motion carried.

### **b) September 1<sup>st</sup> minutes**

Marty McDonald moved to accept the September 1, 2020 Minutes.

Dr. Shirley Latimore seconded the motion.

Motion carried.

## **V. Budget Presentation**

Randy Howard presented the Budget page that was handed out, and discussion followed on various items listed.

## **VI. By Laws Update**

Randy Howard will remind Kimberly Reid for the draft copy of the By Laws to be sent out to the committee.

He will also ask if another attorney can be here with us, should she be absent for an Election Board Meeting.

## **VII. Election Discussion**

### **a) Absentee ballots**

If we need to do Redistricting again, Randy Howard would recommend that it be done at a time by itself, and not during the time of a major election.

We are caught up with entering the Absentee Ballot Requests, and are only getting a few in the mail daily now. People are also being encourage to early vote. We are taking all sanitizing and health precautions at the early voting location.

There was some discussion about how the paper ballots can be marked in the circle.

Also, the law gives us the authority to start processing absentee ballots early. We plan to begin on October 28<sup>th</sup> and continue on November 2<sup>nd</sup>. We can start opening envelopes and run them through the scanner, but we may not tabulate them until Election night. On those dates, we would like one or two of the Board Members to be in attendance for that procedure. With the Board Member's permission, Mr. Howard will let the Secretary of State know that the Board would like us to do this.

Marty McDonald moved to have two dates to run the early absentee ballots according to law, and those two dates will tentatively be set as October 28<sup>th</sup> and November 2<sup>nd</sup>.

Carson Walker and Rhonda Reddick seconded the motion.

Motion carried.

### **b) Absentee Drop Box**

Randy Howard stated that the signs are up at the Drop Box outside the courthouse, and the camera is recording 24 hours a day. Two ladies that have been sworn in by the probate judge are checking the box twice daily.

On Election Day, we will do a final check of the Drop Box at 7 pm that evening. We will also do a final check of the PO Box at 5 pm that evening.

### **c) Precinct Cards**

Randy Howard stated that precinct cards have been ordered, and will be mailed out to all registered voters in Sumter County.

### **d) Early Voting Update**

Randy Howard advised that we are ready to go for Early Voting. The Early Voting facility will be disinfected this week. We will have another camera set up as well. Equipment will be set up on the weekend.

We have also ordered a computer to be used for early voting.

#### **e) General Election Update**

Randy Howard advised that after early voting starts, we will go to every precinct to check them. Otherwise we are ready to go for Election Day.

Discussion followed of precinct procedures during an emergency, as well as allowable procedures for Poll Monitors at precincts.

We have had a fabulous response from the news media, who have been going out of their way to help with getting information out to the voters, and have been printing very clear copies of district maps and sample ballots in their papers.

#### **f) Poll Workers**

Randy Howard commented that we have our "A-Team" for our Early Voting Poll Workers, who will work for 3 weeks and one Saturday.

For the poll workers at the precincts on Election Day, we try to have people work in the precinct that is close to their home.

Our poll workers are dependable.

#### **g) Poll Worker Training**

We are currently conducting training for all Poll Workers and additional training for the Poll Managers and Assistant Managers. Many have worked with the machines since we started using them in January, but the additional training and discussion on machinery and forms is very helpful.

### **VIII. Executive Session**

No Executive Session.

### **IX. Board Members Comments**

Dr. Shirley Latimore commented on the communication we are having with the public helps them know that we care about their needs. And the ladies that are helping in the office are an asset to the election process, including Julia Sims who was commended for her office professionalism in the Americus Times Recorder newspaper.

James Gaston said there will be no official Election Board Meeting in November. The Board Members will be available to help where necessary on Election Day.

Also, a school board member had a concern that the word "incumbent" was not listed for the School Board Candidates that were printed on the ballots. Randy Howard responded that it will be included on the School District maps that will be posted at each precinct.

Rhonda Reddick has the newspaper article about Julia Sims doing a good job in the office. Everyone is working well together there.

Carson Walker reminds us to be diligent on keeping the election safe and secure, especially during this pandemic.

Randy Howard commented that running an election takes good teamwork. All of Sumter County is working together.

## **X. Adjourn**

Carson Walker moved to adjourn the meeting.

Marty McDonald seconded the motion.

Motion carried.

The meeting was adjourned at 5:52 pm.

Respectfully submitted,  
Lois Phillips  
October 9, 2020