

# CHATHAM COUNTY BOARD OF ELECTIONS

## ABSENTEE/REGULAR MEETING

Chatham County Board of Elections Office  
984 Thompson Street, Suite D  
Pittsboro, NC 27312

### GoToMeeting

Recorded meeting is available <https://www.chathamcountync.gov/government/departments-programs-a-h/elections/board-of-elections-members-meetings>

October 3, 2023 – 5:00 P.M.

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#### **ATTENDEES:**

Chair Laura Heise, Member Frank Dunphy, Member Mark Barroso, Member Bob Tyson, Member Erika Lindemann, Director of Elections Pandora Paschal, Election Specialist Chance Mashburn, and Elections Voting Equipment Technician Marvin Caracol.

#### **Moment of Silence and Pledge**

Member Bob Tyson led a moment of silence and the Pledge of Allegiance to the Flag.

#### **Call to Order**

Chair Heise called the meeting to order stating that a quorum was present to conduct the meeting.

#### **Approval of Agenda**

Chair Heise asked if there were any changes to be made to the agenda. Member Dunphy asked to add two items from the Numbered Memo 2020-25 for discussion. The two items for discussion are (Sorting of ballot envelopes into categories and presenting recommendations to the board and Spot-Check envelopes and photo ID documentation for accuracy). Chair Heise stated these items will be discussed during item number three on the agenda under new business. Member Tyson made the motion to approve the agenda with member Dunphy's addition. Member Barroso seconded it, and all were in favor. Vote 5-0. Member Dunphy's request for the additional agenda item was added under new business on the agenda to be discussed during item number three.

#### **Approve Minutes**

Chair Heise stated the minutes from the September 26, 2023, minutes need the board's approval. She asked if there were any edits needed before approving. Member Lindemann stated that the parentheses and both commas before and after the following statement: "(Delegation: Absentee Ballot Preparatory Work to the Board of Elections Staff)" in the first paragraph under the header Approve Absentee Ballots should be removed. Member Dunphy made the motion to approve the minutes from the September 26, 2023, meeting with the suggested edits by Member Lindemann. Member Barroso seconded the motion. All were in favor. Vote 5-0.

## **New Business**

### **Approve Absentee Ballots**

There were sixteen absentee ballots to approve at this meeting. Director Paschal stated the staff looked at each envelope to determine if all required signatures, and each voter sent in acceptable ID before recommending approval by the board. There were no ballots for deliberation or any that needed a cure letter. Member Lindemann reviewed the envelopes and IDs prior to the meeting. Member Lindemann made the motion to approve the sixteen ballots that were presented for approval. Member Tyson seconded the motion. All were in favor. Vote 5-0. Before opening the ballots, the board verified that the count on the Verity Scan was 3 from the prior meeting. The ballots were fed into the scanner. The ending count was 19.

### **Approve One Stop Applications**

The board spot checked the One Stop early voting applications for the Board of Elections site and the New Hope Missionary Baptist Church site before approving them. Member Tyson made the motion to approve the One Stop applications for the following dates: September 26, 2023, September 27, 2023, September 28, 2023, September 29, 2023, September 30, 2023, and October 1, 2023. Member Lindemann seconded the motion. All were in favor. Vote 5-0.

### **Other Election Business**

Member Dunphy brought to the board's attention that on page 7 in the third paragraph of the Numbered Memo 2020-25. It stated that staff should perform an initial sort of ballot envelopes into categories upon initial review and to present those recommendations to the board at each absentee meeting. The categories are as follows: Recommended approval, Recommended disapproval, awaiting a cure certification or photo ID cure documentation and Require deliberation by the board. Member Dunphy asked the board should the staff provide a report which includes this information; how many ballots mailed, how many returned, how many approved, how many disapproved, and how many are cured. The board agreed that a form be made by the staff to provide the information suggested by Member Dunphy.

Member Dunphy brought to the board's attention that on page 7, fourth paragraph of numbered memo 2020-25, also reads: (For approved mail-in envelopes, "The delegation must include a process for the board to spot-check the envelopes and photo ID documentation to ensure accuracy and consistency.) Member Lindemann made the motion that a bi-partisan team will come in the office beginning October 9, 2023, half hour to forty-five minutes prior to each absentee meeting to review and spot check envelopes and photo IDs. The bi-partisan team will give a report at each meeting as to their findings. Member Dunphy suggested that the rendered report be entered into each respective absentee meeting minutes as official documentation of oversight and quality control. Board of elections staff will create a schedule with the absentee meeting dates and assign a bi-partisan board member team. Member Dunphy seconded the motion. All were in favor. Vote 5-0.

Director Paschal provided the board with election reminders for the October 10, 2023, and November 7, 2023, election. She informed the board that One Stop plans are due December 1, 2023, for the March 3, 2024, Primary. The board was given the early voting schedules for the Primary Elections for 2020 and 2022, along with statistics for Sunday voting in 2022 Primary election. The board will discuss these plans

and possibly vote on them at the October 17, 2023, meeting. The board was reminded of the winter conference to be held February 4-6, 2024, at Concord, NC.

**Adjourn**

Member Barroso made the motion to adjourn. Member Tyson seconded the motion. All were in favor. Vote 5-0. The meeting adjourned at 6:30 pm.

*Frank Dunphy 10/09/23*

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Secretary, Frank Dunphy

*Pandora Paschal*

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Attest, Pandora Paschal