MONTGOMERY COUNTY BOARD OF ELECTIONS

Teddi Benson Chairperson
John Adams, Secretary
Debbie Burris, Member
Dree Wynkoop, Member
Tasha Medley, Member

BOARD MINUTES
Tuesday, May 13, 2025
5:30PM

The Montgomery County Board of Elections (BOE) met May 13, 2025, for the regular monthly Board Meeting at the BOE office located at 327 N. Main Street in Troy, NC. Board Members Teddi Benson, John Adams, Debbie Burris, Tasha Medley and Dree Wynkoop were present. Also present were BOE staff, Director Kimberly Walter and Deputy Director Donna Moore.

Chairperson Benson called the meeting to order at 5:27PM.

The Board Meeting Agenda was presented for approval. Member Burris made a motion to approve the agenda and Member Medley seconded the motion. All were in favor and the agenda was approved.

The Board meeting minutes from regular meeting held on April 8, 2025, were presented for approval. Member Adams made a motion to approve the minutes and Member Wynkoop seconded. All were in favor. The minutes were to be signed and returned to BOE office staff to file and have posted on the BOE website.

Director Walter shared the director's report regarding activities initiated and/or completed since the last Board meeting. A copy of Director's Report 5/13/2025 is attached.

Old Business

2025-2026 Budget
Director Walter advised that the 2025-2026 Budget, as approved during the last Board meeting, was submitted to the County Manager by the required deadline. She reported that she has made it known that she is available to answer any questions and/or clarify/justify any line-item request if needed.

Stars of the Precinct Social
Director Walter announced that the event, designed to show appreciation to 2024 Elections Precinct Officials for a job well-done and to formally begin the recruitment process for the 2025-2027 election cycle was a success. Deputy Director Moore reported that invitations were mailed to existing/prior precinct officials and that approximately 50-60 individuals attended. Attendees included precinct officials, their guests, BOE staff and BOE Board Members. After the welcome by Director Walter, Board Secretary Adams and Chairperson Benson spoke to the group. The Democrat and Republican Party Chairs were invited but were unable to attend. However, GOP Vice Chair Larry Kramer addressed the group and contact information for both Party Chairs were made available. Certificates recognizing 19 "Star-worthy" precinct officials were awarded. A total of 30 Precinct Official Applications were received at the event, which is far short of the number of workers needed but is believed to be a good start for the recruitment process.

Public Comment

Deputy Director Moore advised that no one signed the Public Comment Sign Up Sheet for this meeting. Deanne Brown announced that she did not sign up but would like to speak. The Board allowed her to take the floor for comment. She noted that she wanted to advise that Precinct Official Karen Britt's husband died unexpectantly. She said she wanted everyone to be aware and to keep Karen in their thoughts and prayers.

Former Democrat Chair Rosa Little also took the floor to introduce and welcome the new Democrat Party Chair, Kay Cagle-Kinch to the Board, Staff and attendees.

New Business

Notice of Election (November 2025 Municipal)
Director Walter presented the "Notice of Election" she prepared as provided to her by the State. She advised that she included the information required pertaining to the November 2025 municipal general election for Biscoe, Candor and Mt. Gilead including the notice that voters will be asked to show a photo ID when they vote, the times polls will be open on election day and the logistics for Early Voting. She asked the Board to review the notice for accuracy. She also inquired about how many Early Voting workers the Board thought would be needed. Member Adams commented that any discussion of Early Voting days, hours and staffing should be left for the new, incoming Board to decide. Director Walter explained that the reason she asked was because she was contacted by the municipalities who are working on their budgets and asked how much the November 2025 election will cost so they can budget accordingly. Member Adams suggested that they be told to consider the amount it cost in the past election and factor in a percentage for inflation. He noted that the discussion regarding the specifics for the November 2025 election should be placed on hold and re-visited after the seating of the new Board. No further action was taken

Director Role in Board Swearing In
Director Walter asked the Board to explain what would be expected of her for the swearing in of the new Board on July 22, 2025. Member Adams advised that she should contact the Clerk of Superior Court, John Deaton, and ask him to preside over the administration of the oath to the Members. He noted that the Board is to be seated at noon on July 22, 2025, and that any Member who cannot attend on that day and time, will be sworn in separately as has been done in the past.

With no further comments or business on the agenda, Chairperson Benson called for a motion to adjourn. Member Wynkoop made the motion to adjourn. Member Medley seconded and all were in favor. The meeting adjourned at 5:547PM.

The signatures below are for the minutes of the May 13, 2025 meeting.

Teddi Benson — CHAIR

SECRETARY

Drew Wynkoop — MEMBER

Debbie C. Burns — MEMBER

Tara — MEMBER

Director's Report 5/13/2025

- Shredding of planned retention items was completed.
- Kenneth Blake was paid with the first invoice under the new administration on April 10, 2025.
- Board Approved budget was received by the County Manager with a few notes added and email encouragement to contact the Director if there are any questions or reductions so that I can explain the needs of our office for next year.
- This has been my GEO Code month. I have been working with Tonya Ethridge GIS Specialist/Mapper and Kyle Morris 911 Director. I was able to complete the addition of street ranges of Eagle Point, Water Oak Way, and Nautical Court all in Mt Gilead. I received the State District Relations Report; this is a report that provides GIS information on all of our precincts regarding districts for Commissioner and School Board. I worked with the state to correct issues identified from this report.
- I have completed the initial draft of the precinct official manual. Available for you to review and make corrections.
- The Precinct Official Stars Social event was a success. The surveys are in front of Teddi if you would like to review those, nothing of major concern. There was one suggestion that the precinct officials be notified of the board meetings each month, which I thought was a good idea. Donna has a final report with application number results that she will share.
- District 5 meeting in Moore County 5/12/2025
  Donna and I attended this meeting, Pam stayed and took care of the office. The topics were: Reviewing the Provisional Process by Dell Parker from Scotland County and Best Practices for Absentee Processing and Board Reviewing by Tim Tsujii & Macy Payne from Forsyth County. The meeting had many good ideas for implementation. Needed materials were provided for interested counties to review and adjust to fit their needs for this process.

The Stars of Precinct Social was held on Thursday, May 1st at the BOE office

A total of 84 invitations were mailed to existing/previous Precinct Officials

Approximately 50-60 people, including Precinct Officials, guests, BOE staff and BOE Board members attended. Party chairs were invited to attend and speak, but neither Party Chair attended. Vice Chair of the Republican Party did speak briefly. The Party Chair contact information was made available to all in attendance.

Director Kimberly Walters welcomed the attendees and Board Secretary John Adams and Chair Teddi Benson spoke about the roles, duties and responsibilities of the Board. Deputy Director Donna Moore explained the Precinct Official Appointment process, that the current appointment terms end and new ones begin in August.

Deputy Director Moore and Director Walter thanked all Precinct Officials with a "Thank You" gift bag and recognized 19 "Star-worthy" precinct officials with special certificates/awards. Nine Officials received their certificates during the presentation ceremony and those who were not in attendance had their certificates, along with a Precinct Official application mailed to them on May 2nd.

In addition to showing appreciation for a job well done, the event was used to solicit input from the Precinct Officials regarding their likes/dislikes and suggestions for improvement in the election's work/training experience. They were asked to complete a short survey, A total of 11 surveys were returned.

Another purpose of the Social was to begin the recruitment process for the upcoming appointment terms. Applications were available for attendees to complete and submit. A total of 28 applications (23 from existing Precinct Officials + 5 from guests) were received that night and 2 others have been returned to the office since the event.

All existing Precinct Officials who did not attend were mailed a "missed you" letter and a Precinct Official Application on May 7th.