

**NOTICE OF MEETING
WARREN COUNTY BOARD OF ELECTIONS**

The regular board meeting for the Warren County Board of Elections will be held on Tuesday, March 14, 2023 at 5:00 PM at the Warren County Board of Elections office located at 309 N. Main Street-Annex Building, Warrenton, NC.

The purpose of the meeting is to conduct regular business for the Warren County Board of Elections. For additional information, please contact the Warren County Board of Elections at 252-257-2114.

**Esther Terry-Chair
Warren County Board of Elections**

AGENDA
WARREN COUNTY BOARD OF ELECTIONS
REGULAR BORAD MEETING
MARCH 14, 2023-5:00 PM
309 N. MAIN STREET-WARRENTON NC
ORDER OF BUSINESS

I. Call to Order Chair Esther Terry
ACTION: _____

II. Pledge of Allegiance

III. Adopt Agenda
ACTION: _____

IV. Citizen Comment:
ACTION: _____

V. Approve Minutes of Meeting for February 14, 2023
ACTION: _____

VI. Director's Report
ACTION: _____

VII Approval of Notice of Filing Period for Municipal Election
ACTION: _____

VIII. Other Concerns
ACTION: _____

IX. Adjourn.

MINUTES
WARREN COUNTY BOARD OF ELECTIONS
REGULAR MEETING
FEBRUARY 14, 2023-5:00 PM
309 N. Main STREET-ANNEX BUILDING
WARRENTON, NC

PRESENT: Esther Terry (conference call), Betty Mazor (conference call), Walter Hundley, Henry L. Durham, Jr., Debbie Formyduval, Robin Irby, Carlisa Jiggetts. James Roberts was absent.

Chair Esther Terry called the meeting to order at 5:00 PM. All present stood for the Pledge of Allegiance.

Betty Mazor made a motion to adopt the agenda for the meeting as presented. The motion was seconded by Walter Hundley and passed 4-0.

Henry Durham made a motion to accept the minutes of December 13, 2022 as presented. The motion was seconded by Betty Mazor and passed 4-0.

Debbie Formyduval provided an oral report regarding the budget and other day to day activity of the Board of Elections in addition to the written report that had been included in the agenda packet. Walter Hundley made a motion to accept the Director's Report as presented. The motion was seconded by Henry Durham and passed 4-0. (See attachment 1)

Debbie Formyduval presented the updated Board meeting schedule for 2023. Betty Mazor made a motion to adopt the schedule as presented. The motion was seconded by Walter Hundley and passed 4-0.

Debbie Formyduval presented the agency budget and went over various line items with the Board. Henry Durham made a motion that the Board approve the Budget as presented. Walter Hundley seconded the motion and it was passed 4-0. (See attachment 2)

Debbie Formyduval presented the job description for a Senior Election Clerk. Betty Mazor made a motion that the Senior Election Clerk Job description be

adopted by the Board. The motion was seconded by Henry Durham and passed 4-0.
(See attachment 3)

In other concerns, Director Formyduval reminded board members that local board appointments would come in June and that it would probably be a good idea to check with their local party chairs for additional information and applications.

Being no further business before the Board Chair Esther Terry adjourned the meeting at 5:20 PM

(seal)

Respectfully submitted,

(ATTEST)

Henry L. Durham, Acting secretary

DIRECTOR'S REPORT
WARREN COUNTY BOARD OF ELECTIONS
PERIOD-FEBRUARY 1, 2023-FEBRUARY 28, 2023
PREPARED BY: DEBBIE FORMYDUVAL-DIRECTOR

ELECTION PROGRAMMING: During this period staff have worked towards completion of the following:

- Ongoing records retention and disposal
- Routine maintenance of voter equipment by vendor
- Installation of new lines for network within the building. Please note that the lines were originally installed in the mid 1990's when the John Graham Center was remodeled. We have long since outgrown the network capabilities that existed.
- Performing setup of upcoming elections and offices in SEIMS.
- Printing provisional poll books and preparing for precincts.
- Mailing of commitment letters and forms to potential precinct officials for upcoming two-year term which will be appointed by the board in August.
- Building poll worker database as forms are returned.
- Ongoing work with county webpage adding materials.
- Processing internal reports from NCDOC and NCDHHS.
- Addressing inquiries for potential candidates for municipal as well as 2024 Primary contests.
- Participation in online meeting for NC Directors Association Nominating committee.
- Prepare agenda packet for board meeting.
- Prepare and post meeting notices for board meeting.
- Prepared minutes, forward to secretary for board.
- Complete NCOA (National change of address mailing to voters)

BUDGET: Complete preparation of agency budget, submit to finance office. I am currently awaiting in person meeting with county manager.

KWCB-Keep Warren County Beautiful-Our office is currently disbursing trash collection materials for the 2023 Spring Litter Sweep. We are excited to see more church groups participate.

MEETINGS AND TRAININGS:

2/4/2023 Board of Elections Regular Meeting
2/15/2023 Teams online meeting for Nominating Committee for Directors
Association
2/23/2023 Online meeting with Vendor-Text my Gov.

STATISTICS: See attached NVRA report.

WARREN COUNTY BOARD OF ELECTIONS

NVRA REPORT

Reporting Period: 2/1/2023 - 2/27/2023

Totals

Active	11,398
Inactive	1,540
Total Registration	12,938

REPORTING PERIOD

Registrations Approved	30
Total Registrations Removed	24
Inactive Registrations Removed	4

New Registrations

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	39
06 - Mail-in	0
07 - In-person	1
08 - Library & High School	1
09 - Spanish Language Application	0
10 - Online Registration	1
17 - Registration Drives	0
21 - Medicaid Renewal	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
	42

Duplicates

00 - No Application Source	13
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	6
06 - Mail-in	1
07 - In-person	1
08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	0
17 - Registration Drives	0
21 - Medicaid Renewal	0
95 - Voter Return of NCOA	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
98 - Voter Change On Confirmation	1

99 - Voter Change On Verification

0

22

Changes of Information

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	14
06 - Mail-in	1
07 - In-person	2
08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	0
17 - Registration Drives	1
21 - Medicaid Renewal	0
95 - Voter Return of NCOA	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
98 - Voter Change On Confirmation	0
99 - Voter Change On Verification	0
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Verifications

# of 1st & 2nd verification mailings sent	57
# of 1st NCOA mailings sent	71
# of 1st verification returned undeliverable	13
# of verification returned by voter	0

Confirmations

# of confirmations returned by voter	1
# of confirmations sent	19
# of confirmations returned undeliverable	19
# of confirmations not returned at all	562

COUNTY STATISTICAL

Constitution	0
Democratic	7,878
Green	0
Libertarian	38
Republican	2,188
Unaffiliated	2,834
American Indian	527
Asian	26
Black	6,206
Multi-Racial	44
Native Hawaiian or Pacific Islander	2
White	5,269
Other	156
Undesignated	708
Hispanic	113
Not Hispanic	8,547
Undesignated	4,278

Female	6,713
Male	5,538
Undesignated	687

Unprocessed Registrations - Incomplete Queue

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	0
06 - Mail-in	0
07 - In-person	0
08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	0
17 - Registration Drives	0
21 - Medicaid Renewal	0
95 - Voter Return of NCOA	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
98 - Voter Change On Confirmation	0
99 - Voter Change On Verification	0

Unprocessed Registrations - Archive Queue

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	0
06 - Mail-in	0
07 - In-person	0
08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	0
17 - Registration Drives	0
21 - Medicaid Renewal	0
95 - Voter Return of NCOA	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
98 - Voter Change On Confirmation	0
99 - Voter Change On Verification	0

Unprocessed Registrations - Review Queue

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	0
06 - Mail-in	0
07 - In-person	0

08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	0
17 - Registration Drives	0
21 - Medicaid Renewal	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0

**NOTICE OF FILING PERIOD FOR
TOWN OF MACON MUNICIPAL ELECTION**

The filing period for the November 07, 2023 municipal election to be held in the Town of Macon, NC will begin on Monday, July 07, 2023 at 12:00 PM (Noon) and will close on Friday, July 21, 2023 at 12:00 Noon.

Offices for which candidates may file include five (5) Town Commissioner seats and the Mayor's seat. The filing fee is \$5.00. For additional information, please contact the Warren County Board of Elections at 252-257-2114.

Esther Terry-Chairman
Warren County Board of Elections

Run dates 06/14/2023
06/21/2023
06/28/2023

**NOTICE OF FILING PERIOD FOR
TOWN OF NORLINA MUNICIPAL ELECTION**

The filing period for the November 07, 2023 municipal election to be held in the Town of Norlina, NC will begin on Monday, July 07, 2023 at 12:00 PM (Noon) and will close on Friday, July 21, 2023 at 12:00 Noon.

Offices for which candidates may file include five (5) Town Commissioner seats and the Mayor's seat. The filing fee is \$5.00. For additional information, please contact the Warren County Board of Elections at 252-257-2114.

Esther Terry-Chairman
Warren County Board of Elections

Run dates 06/14/2023
06/21/2023
06/28/2023

**NOTICE OF FILING PERIOD FOR
TOWN OF WARRENTON MUNICIPAL ELECTION**

The filing period for the November 07, 2023 municipal election to be held in the Town of Warrenton, NC will begin on Monday, July 07, 2023 at 12:00 PM (Noon) and will close on Friday, July 21, 2023 at 12:00 Noon.

Offices for which candidates may file include four (4) Town Commissioner seats. The filing fee is \$5.00. For additional information, please contact the Warren County Board of Elections at 252-257-2114.

Esther Terry-Chairman
Warren County Board of Elections

Run dates 06/14/2023
06/21/2023
06/28/2023