

**MCINTOSH COUNTY**  
**BOARD OF ELECTIONS AND REGISTRATION**  
**March 13, 2023**  
**BOARD MEETING**

**MEETING CALLED TO ORDER:** DeCalvin Hughes at 5:59 PM.

**INVOCATION:** DeCalvin Hughes

**PLEDGE OF ALLEGIANCE:** All Present

**BOARD MEMBERS PRESENT:** DeCalvin Hughes - CHAIRMAN, Mary Fly – SECRETARY, Marilyn Lynn – VICE CHAIRMAN, Michael Mock, Joseph Washington, and Doll Gale – ELECTION SUPERVISOR. Mr. Hughes recognized that there was a quorum.

**Public Participation:** There were several visitors. Tim Gardner and Bill Johnson requested to speak at this meeting. Mr. Gardner presented each Board Member with a copy of an article in the Darien News, stating that it said he was being investigated by the Secretary of State's office and went on to say that, as of this date, he has not been investigated by the Secretary of State's office. He asked who authorized this article to be put in the paper. He was asked by DeCalvin Hughes to follow the procedures. He may make any statement in his presentation but if he wants to ask the Board a question he would have to put it in writing. That will give us enough time to investigate the situation and return an answer to him in writing as well. He agreed. He complained to Mr. Hughes that he had already put this question to the Board, in writing, and got no response. Mr. Hughes apologized and asked that he do it again. Mr. Gardner said he would.

Mr. Bill Johnson asked if the Board of Electors has ever been investigated by the Secretary of State or the State of Georgia. Mr. Hughes asked him, as well, to follow the meeting procedure and put his request in writing. He agreed.

**Approval of Agenda** – Marilyn Lynn made the motion to accept the agenda as is and Joseph Washington seconded. Motion Approved.

Mr. Hughes asked Mary Fly to read minutes from February meeting. The word election was left out after the November 7, 2023 date on the second page and there was a misspelled word. Joseph Washington made a motion to accept the meeting minutes with the two corrections. Marilyn Lynn seconded. Motion Approved.

## **REPORTS:**

**Supervisor:** Mrs. Gale stated Mr. Morris Butler has passed away, so the election to elect someone to fill his position will be added to the June 20, 2023 election along with the election to fill Marcy Goodyear's position. Mr. Butler's term has about 6 months left and Ms. Goodyear's a little less than 3 years.

**Chairman:** See New Business.

**UNFINISHED BUSINESS: A.** Policy Manual Mr. Hughes offered and read 5 suggestions for a policy manual. All can be amended and it was opened for discussion. Jason Nix stated that he had not done much investigating on this item. Until now, with these proposals, he has not had much to go on. It is a good idea to have a policy manual as it will be a day-to-day operations guide and to show duties of other employees and staff, poll workers, etc. These policies will be amended by a simple majority vote.

1. All Board member shall be certified. It was suggested that the wording be changed to All Board members will be asked to be certified through the Secretary of State's office.
2. New Board members shall undergo an orientation provided by the Board Chairman and the Election Supervisor. This would include information/direction regarding By-laws, Policies, expectations, how the election process works, etc.
3. Each Board member shall be assigned to a designated polling site. He/she will be responsible for the efficiency and professional operation of that site.
4. Incident Reports from a polling site must be signed by the designated Board member. You would need to have first hand knowledge of any incident that happened and be able to relate it to the Board.
5. A Board member may not be absent more than three times in a calendar year. Mr. Mock suggested that this wording be changed to A Board member is not expected to be absent from a Board Meeting more than three times in a calendar year.

**B.** Discussion of By-Law suggestions. Copies of the existing by-laws were handed out and the proposed mandatory changes are underlined. Mr. Mock asked that we wait until the next meeting to vote on these changes. Mary Fly asked about her responsibilities as Secretary as "official custodian of all minutes and records of the Board's proceedings, ..." since she has no personal control over the care and storage of these records. Jason Nix stated that there was no personal liability but that the secretary would be expected to take reasonable care that the records be secure and safe.

**C.** Discussion of meeting dates. The dates listed at January's meeting still stand through July 10, 2023. Mrs. Gale handed out the list of requested changes to meeting

dates from August through December. Because the requested date of September 4, 2023 is a Holiday, Labor Day, that date will not be changed. These change requests are a result of Mr. Mock's job schedule. Mr. Mock made a motion to change the meeting dates from the second Monday of each month to the following dates: August 7<sup>th</sup>, October 2<sup>nd</sup>, November 20<sup>th</sup>, and December 18<sup>th</sup>. DeCalvin Hughes seconded. Mrs. Gale stated that we had changed the regular meeting dates from the first to the second Monday because they sometimes conflicted with elections dates. Mrs. Lynn made a motion that the regular meeting dates be the second Monday of each month. Joseph Washington seconded. Motion approved. The first Motion to change the meeting dates failed.

**Supervisor's Report:** Mrs. Gale stated that we have been using the GARVIS system for one month and it is working well. She turns in a "REIF" ticket each time she has a problem or experiences a 'glitch' and it is usually resolved by Friday of that week.

The County Commissioner's office has informed this office that all poll worker's will be put on the County payroll system and will have standard Social Security deductions.

**NEW BUSINESS:** A. Strategic Plan. Mr. Hughes suggested an open forum meeting with the county citizens to discuss questions regarding elections. He suggested that we hold the meeting at Todd Grant Elementary school sometime after the June election. Marilyn Lynn made the motion to hold the Town Hall meeting with Joseph Washington seconding the motion. Approved.

**BOARD MEMBER COMMENTS:** None

**NEXT BOARD MEETING** Monday, April 10, 2023 AT 6:00 PM at the office.

**WITH NO FURTHER BUSINESS:**

**MOTION TO ADJOURN** was made by Joseph Washington and seconded by Mary Fly. **MOTION CARRIED UNANIMOUSLY.**

**MEETING ADJOURNED** at 7:08 PM.

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**DECALVIN HUGHES, CHAIRMAN**

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**MARY FLY, SECRETARY**

