

HANCOCK COUNTY BOARD OF ELECTIONS AND REGISTRATION
Minutes for Regular Board Meeting
Thursday, December 14, 2023

LOCATION: Hancock County Board of Election Office

I. Call to Order

The meeting was called to order by Chairman Larry Webb at 5:06 pm.

II. Roll Call/Establishment of Quorum

The following Board Members were present for roll call: Larry Webb - Chairman, James Culver - Vice Chairman, Gregory Avrett - Secretary, Roshiba McCrary - Member, Not present at the meeting was Mike Stockwell- Member and Barbara Usenbor - Election Supervisor.

III. Approval of Agenda

A motion for approval of the agenda was made by Mr. Avrett and seconded by Ms. McCrary. It was approved by all with a unanimous vote of 4 to 0.

IV. Action Items

Approval of Minutes

- A. A motion for approval of the minutes for November 9, 2023 was made by Mr. Avrett and seconded by Ms. McCrary. The minutes was approved with a vote of 3 to 0 with 1 abstaining.

V. Executive Session

A motion to go into executive Session was made by Ms. McCrary and 2nd by Mr. Culver. The motion was passed with a unanimous vote of 4 -0. Executive Session started at 5:13 p.m. Ms. McCrary made a motion to end the executive session and resume the regular meeting at 6:08 pm. It was second by Mr. Averett and passed by all with a unanimous vote of 4 – 0.

VI. Monthly Budget

The monthly expenditure report was not available.

VII. Chairman Report

Chairman Webb gave an update on the website and the addition to the BOER building. Another discussion was in reference to a request made to get a detailed invoice from Team Electric. This request was not available; therefore Ms. McCrary made a motion to get an itemized invoice for January 1, 2023, through the present from Team Electric. This invoice should be for all expenses taken from the BOER budget. The motion was seconded by Mr.

Averett and passed by all with a unanimous vote of 4 to 0. It was further stated that the BOER office should keep a running log of Team Electric and anyone else that comes into the office for repairs. A comprehensive security plan was also mentioned and was suggested to be placed on the agenda for next month's meeting.

VIII. Election Supervisor Report

A report on activities and duties performed in the BOER office for the last month was submitted.

IX. Unfinished Business

A. Proposed Salary - A motion was made by Mr. Culver and 2nd by Ms. McCrary to have Ms. Usenbor provide written supportive documentation to support the salary increase. The motion was passed with a vote of 3 to 1.

X. New Business

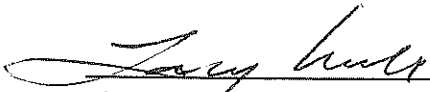
There was no new business presented.

XI. Citizens Comments

There wasn't any citizen's participation.

XII. Adjourn

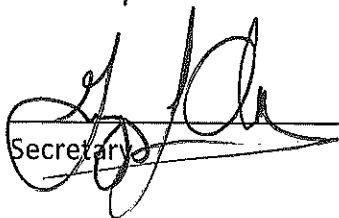
A motion to adjourn the meeting was made by Mr. Averett and seconded by Ms. McCrary at 6:57 p.m. The motion was approved with a unanimous vote of 4 to 0.



Chairperson

1-11-24

Date



Secretary

1-11-24

Date