



## **PICKENS COUNTY BOARD OF ELECTIONS & REGISTRATION**

July 29, 2021

Board of Elections & Registration Chair Josh Tippens called the virtual meeting to order at 6:32 p.m.

### **I. ATTENDANCE**

Josh Tippens  
Mike Carver  
Tracey Wright  
Rebecca Cantrell  
Barbara Ledom-Balducci

County Staff in attendance:  
Stacey Godfrey- Supervisor  
Rhonda Waggoner- Administrative Assistant

Others in attendance:  
Mari Livsey- KnowPickens  
Ellen Harrison- Smoke Signals  
Pam Guenther- Fetch Your News

### **II. PLEDGE OF ALLEGIANCE**

### **III. MINUTES**

A motion was made by Rebecca Cantrell, seconded by Mike Carver, to add to the agenda and adopt the minutes from the July 15<sup>th</sup>, 2021, meeting. Members Mike Carver, Tracey Wright, Rebecca Cantrell, & Barbara Ledom-Balducci voted 4 (Yes), to 0 (No) to approve the minutes, the vote was unanimous.

### **IV. OLD BUSINESS**

NONE

### **V. NEW BUSINESS**

#### **A. Adoption of bylaws**

A called meeting was held to adopt the new bylaws. Barbara Ledom-Balducci motioned to approve the new bylaws; Tracey Wright seconded the motion. Members Mike Carver, Tracey Wright, Rebecca Cantrell, and Barbara Ledom-Balducci voted 4 (Yes), 0 (No) to approve the adoption of the new bylaws, the vote was unanimous.

## **B. Election of Vice-Chair**

A called meeting was held to elect a vice-chair. Chair Josh Tippens asked for nominations. Rebecca Cantrell nominated Mike Carver. Tracey Wright nominated Rebecca Cantrell. Chair Josh Tippens asked for votes on each nominee. Members Mike Carver, Rebecca Cantrell, Barbara Ledom-Balducci voted 3 (Yes), Tracey Wright 1 (No) to approve Mike Carver as Vice-Chair of the Pickens County Board of Elections & Registration.

## **C. Permanent change in voting location for the City of Jasper**

A called meeting was held to discuss the approval of the change in voting location for the City of Jasper from 200 Burnt Mountain Road to 55 Dixie Street. City Manager Brandon Douglas has requested that the location be permanently moved to the City Court Room, Suite C, next to the Police Station. Mike Carver motioned to approve the permanent location move; Rebecca Cantrell seconded the motion. Members Mike Carver, Rebecca Cantrell, Tracey Wright, and Barbara Ledom-Balducci voted 4 (Yes), to 0 (No) to approve the location move, the vote was unanimous.

## **D. Approval of up to \$5,000 technology upgrade for staff workstations with Eclipse Networks**

A called meeting was held to discuss the approval of technology upgrades for the staff workstations up to \$5,000. A quote was received from Eclipse Network and reviewed by the board. Josh Tippens motioned to approve the upgrades; Rebecca Cantrell seconded the motion. Members Mike Carver, Tracey Wright, Rebecca Cantrell, and Barbara Ledom-Balducci voted 4 (Yes), to 0 (No) to approve the workstation upgrades, the vote was unanimous.

## **E. Approval of phone system upgrade with ETC**

A called meeting was held to discuss the approval of a phone system upgrade with ETC. The current phones are not up to date and the office currently still has an answering machine. The upgrade would provide new phones with extensions and voice mail. A quote was received from ETC and reviewed by the board. The quote was \$125/ phone, \$150 one-time installation, and a \$45/ month service fee. Mike Carver motioned to approve the upgrade; Tracey Wright seconded the motion. Members Mike Carver, Tracey Wright, Rebecca Cantrell, and Barbara Ledom-Balducci voted 4 (Yes), to 0 (No) to approve the phone upgrades, the vote was unanimous.

## **F. Approval of new upgrade all-in-one copy machine with Duplicating Products**

A called meeting was held to discuss the approval of an all-in-one printer, scanner, fax, copier machine with Duplicating Products. The existing copy machine only makes copies in black and white. The existing fax machine is a dial up fax. The office currently does not have scanner and must hand deliver all paperwork needed to be submitted with POs to the main office. The upgrade would allow everything to be done from one machine. A quote was received from Duplicating Products and reviewed by the board. The lease agreement would be \$140.83 for 48 months. Josh Tippens motioned to approve the upgrade of the all-in-one machine; Tracey Wright seconded the motion. Members JoMike Carver, Tracey Wright, Rebecca Cantrell, and Barbara Ledom-Balducci voted 4 (Yes), to 0 (No) to approve the all-in-one upgrade, the vote was unanimous.

#### **G. Approval of network switch with Eclipse Networks**

A called meeting was held to discuss the approval of a network switch with Eclipse Networks. The new IP phones will need this switch to work, it will tie the phones and the internet system together. A quote was received from Eclipse Networks and reviewed by the board. The quote for the switch was \$1,675.56. Mike Carver motioned to approve the purchase of the switch; Rebecca Cantrell seconded the motion. Members Mike Carver, Tracey Wright, Rebeca Cantrell, and Barbara Ledom-Balducci voted 4 (Yes), to 0 (No) to approve the purchase of the switch, the vote was unanimous.

#### **H. Approval to hire Kay Hughes as a part-time employee**

A called meeting was held to discuss the hiring of Kay Hughes as a part-time employee. Kay has been working to keep the office open since April 26<sup>th</sup>, 2021. She was working as a contract employee. Josh Tippens motioned to approve Kay Hughes as a part-time employee; Tracey Wright seconded the motion. Members Josh Tippens, Mike Carver, Tracey Wright, Rebecca Cantrell, and Barbara Ledom-Balducci voted 5 (Yes), to 0 (No) to approve the hiring of Kay Hughes, the vote was unanimous.

### **VI. STAFF COMMENTS**

Stacey Godfrey gave updates on what the office had been working on since starting July 19<sup>th</sup>, 2021. Both full time employees completed the training with the Secretary of State's Office within the first two days. The only training left to complete is the CES/Dominion Training and they are scheduled to take those classes starting next week in Atlanta.

### **VII. PUBLIC COMMENTS**

None.

### **VIII. BOARD COMMENTS**

Board members acknowledged the work the Elections office has accomplished in a short amount of time.

### **IX. ADJOURN**

Motion made by Mike Carver, seconded by Tracey Wright, to adjourn the meeting at 6:55 p.m. Members Mike Carver, Tracey Wright, Rebecca Cantrell, and Barbara Ledom-Balducci voted unanimously 4 (Yes), to 0 (No).