

**Jackson County Board of Elections
Minutes of Meeting
Absentee Meeting #1
September 29, 2026**

Present: Bill Thompson, David Brooks, Roy Osborn, Jay Pavey, Betsy Swift; Amanda Allen, Director

Meeting called to Order: by Bill Thompson at 1:01 pm; Pledge of Allegiance.

Public Comment: none

Agenda: motion to accept by Jay Pavey, seconded by Roy Osborn.

Minutes: motion to approve by Jay Pavey, seconded by David Brooks.

Director's Report: the following topics were addressed by Amanda Allen:

1. Absentee Ballots - 356 have been requested to date
2. Precinct worker training is underway; each poll worker has to complete two required classes. Judges training will follow.
3. New Numbered Memos received from SBE; additional Rule changes in progress at the General Assembly.
4. Open staff position is budgeted and will be addresses ASAP after the election. Will supplement with part-time staff in interim due to increased workload related to upcoming election.
5. Early Voting starts 10/15/2026 and will continue through 10/31/2026. Set up will take place on 10/14. Election Day is 11/3/2026. Logic & Accuracy testing is going on now in preparation.
6. Meetings with relevant staff at WCU taking weekly in preparation for smooth transition to use of Health and Human Sciences Building as a polling place. MOU (signed by Chancellor Brown previously) to be signed.
7. Notices of Cullowhee Election Day precinct location change all done in accordance with law.

Absentee Ballots a total of 86 absentee ballots were considered, approved, and scanned as follows:

Jay Pavey made motion to approve 67 civilian ballots; Roy Osborn seconded;

Bill Thompson moved to accept 1 military ballot; David Brooks seconded;

Bill Thompson moved to accept 18 OVR ballots; Jay Pavey seconded; unanimous approval of all motions.

Precinct Officials for Early Voting - recommendations received from the parties, staff proposal for deployment reviewed by the Board. Jay Pavey moved to approve the appointments of EV officials, and to grant the Director the authority to make substitutions as necessary based on scheduling needs; seconded by Roy; unanimous approval.

Buffer Zones for all polling locations reviewed by the Board. Motion by Roy Osborn to approve; seconded by Jay Pavey; unanimous approval.

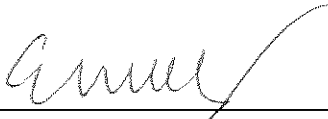
Inclement weather policy discussed. A resolution to consider will be emailed to Board members.

Election Heroes Day - motion to accept the proclamation and Oct. 20 observance made by Bill Thompson; seconded by Roy Osborn; unanimous approval. The proclamation will be made by the County Commissioners at their 10/6/2026 meeting.

Logic & Accuracy Testing of all equipment to be deployed during the 2026 election in in process today. Board members observed and participated in process, which is ongoing.

Motion to Adjourn: by Bill Thompson at 4:15 pm; seconded by Roy Osborn; unanimous approval.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Betsy Swift", written over a horizontal line.

Betsy Swift, Secretary

A handwritten signature in cursive script, appearing to read "Bill Thompson", written over a horizontal line.

Bill Thompson, Chairperson