

**STATE OF NORTH CAROLINA  
COUNTY OF CARTERET  
BOARD OF ELECTIONS  
1510 LIVE OAK STREET  
BEAUFORT, NC 28516  
February 4, 2009**

**The Carteret County Board of Elections met this date for a regular meeting. All three board members were present along with Director Lindy Lewis and Deputy Director Sharon Lewis.**

**Member Verdon made a motion to approve minutes from the January 7, 2009 meeting.**

**No public comment.**

**Staff updated the board regarding work with the NC State Board of Elections regarding the 2010 census maps. Four small discrepancies were noted during staff's research of the Voting Tabulation District Lines between county maps and the census maps provided by the state. See attached "VTD Issues Log and maps for description of the issue along with review results. After reviewing the maps and log, Board Member Verdon made a motion to approve the proposed changes as presented and forward a letter confirming the changes to the NCSBOE. Motion passed 3 – 0. See attached letter.**

**Director Lewis reported that staff has mailed letters to the municipalities and the sanitary board to verify information regarding upcoming vacancies and also a listing of each municipality's street index for their review. As of today's date, eight of the eleven municipalities have responded with information. Please see attached letter to the Town of Beaufort as an example of the letter mailed.**

**At this time, Chairman Henderson made a motion that the board move to Closed Session pursuant to GS 143-318-11 to review Closed Session minutes from the 11-14-08 and 12-03-08 meetings. After reviewing these minutes, the board reconvened in Open Session. Secretary Day made a motion that the Closed Session minutes from 11-14-08 and 12-03-08 meetings be approved and made public. Motion passed 3 – 0.**

**Director Lewis provided the board with a copy of the "Guide for Precinct Chairs." Staff would like to provide the information to each of the county party chairs as well as post on the Board of Elections' website. The guide provides a detailed explanation of the appointment process as well as answers some of the questions that are often presented to staff by precinct officials or others involved at the precinct level. Board members were in favor of providing the guide as a reference for party officials. See attached guide.**

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**Chairman Henderson requested that a “Notification of Deceased Voter” form be added to the list of forms available on the BOE website. There were no additional board comments.**

**There being no further business, Chairman Henderson adjourned the meeting.**

**Respectfully submitted,**

**Bill Henderson, Chairman**

**Ben Day, Secretary**

**Sue Verdon, Member**

**/rl**