

MINUTES, LENOIR COUNTY BOARD OF ELECTIONS, 1:30 P.M. ON 18 MARCH 2013 AT 110-C SOUTH HERRITAGE STREET, KINSTON, NC 28502 [File: BOE18Mar2013]

Present: Chairman Sharon L. Kanter, Secretary Oscar E. Herring, Elections Director Dana W. King and Board Member Kimberly B. Allison was out of town but participated in the meeting via conference call.

Chairman Kanter called the meeting to order at 1:30 p.m.

During the budget deliberations and on a motion by Kimberly B. Allison, a second from Oscar E. Herring and unanimous approval to increase line item **10-4170-1720, Election Expense-County Elections from 36,000.00 to 39,000.00.**

A motion by board member Allison that the 2013-2014 Lenoir County Board of Elections Budget, **\$374,864.00** be adopted and submitted to the County Manager as approved. The motion received a second from Oscar E. Herring and was unanimously approved.

The meeting was adjourned at 2:47p.m. on a motion by Kimberly B. Allison, a second by Oscar E. Herring and unanimous approval.

These minutes were electronically approved by the Board Members on 18 March 2013.

APPROVED:

Sharon L. Kanter
Chairman

Kimberly B. Allison
Board Member

Oscar E. Herring
Secretary

Attachment
Lenoir County Board of Elections Budget for 2013-2014

Account Number	Account Description	Justification	REQUEST
10-4170-1210	SALARIES & WAGES	As recommended	120,950.00
10-4170-1212	SALARIES/WAGES OVERTIME	County wide elections prove to have long lines and extra work for staff	2,000.00
10-4170-1260	SALARIES/WAGES-PART TIME	Part time is needed when office staff is out for meetings/conferences	1,000.00
10-4170-1270	BONUSES	As recommended	867.00
10-4170-1275	LONGEVITY	As recommended	2,325.00
10-4170-1700	OFFICIAL FEES-BOARD	As recommended	9,830.00
10-4170-1720	ELECTION EXPENSE - COUNTY ELEC	May Primary and June 2nd Primary 2014	39,000.00
10-4170-1721	ELECTION EXPENSE - CITY ELECTI	3 Municipal Elections in November With the Municipalaties refunding us	17,000.00
10-4170-1730	SALARIES/WAGES-COUNTY ELECTI	Salaries for 3 Municipal, May Primary and 2nd Primary Elections	70,000.00
10-4170-1810	EMPLOYER-FICA	As recommended	12,576.00
10-4170-1811	EMPLOYER-MEDICARE	As recommended	2,941.00
10-4170-1820	EMPLOYER-RETIREMENT	As recommended	8,755.00
10-4170-1830	EMPLOYER-GROUP INSURANCE	As recommended	22,555.00
10-4170-1870	EMPLOYER-401-K (ELECTION WORKE	As recommended	6,165.00
10-4170-1921	LEGAL FEES	Legal advice as needed	2,000.00
10-4170-2600	OFFICE SUPPLIES	Office supplies for 3 elections and daily needed itmes.	4,000.00
10-4170-3110	TRAVEL	Travel for staff and board to attend meetings and conferences	2,000.00
10-4170-3210	TELEPHONE	Same as last year, recommended amount	4,500.00
10-4170-3250	POSTAGE	3 Municipal and 2 County wide Elections and daily mailings	4,000.00
10-4170-3500	MAINT/REPAIRS-BLDGS	Janitorial Services	1,800.00
10-4170-3520	MAINTENANCE/REPAIRS-EQUIPMENT	Repairs are needed occassionally on equiment	1,000.00
10-4170-3950	TRAINING	Training for staff and board	4,000.00
10-4170-3990	CONTRACTED SERVICES-OTHER	Voting machine harware and software. Copy machine contract	35,400.00
10-4170-4910	DUES & SUBSCRIPTIONS	Dues for staff members and 3 board members for Associations	200.00
10-4170-5999	CAPITAL ITEMS<5,000	N/A	
	TOTALS		374,864.00