



MUNICIPAL ELECTION COMMISSION

Regular Meeting

Town Hall Conference Room

January 18, 2012 ♦10:30 a.m.

1. **CALL TO ORDER.** Chairman Tuttle called the meeting to order at 10:30 a.m. Chairman Tuttle and Commissioner Inman were present. Commissioner Cockey was absent. A quorum was present. Others present: Town Clerk Herrmann.

2. **AGENDA APPROVAL.** The agenda was approved by acclamation.

3. **PUBLIC COMMENTS – Agenda Items.** No members of the public were present.

4. **MINUTES APPROVAL** – October 24, 2011. The minutes of the October 24, 2011 regular meeting were approved by acclamation.

5. **BUSINESS**

A. **Candidate Filing Report.** A copy of the Candidates Roster was distributed to the members. Ms. Herrmann said that it was properly submitted to the South Carolina Ethics Commission. All of the candidates met the requirements to file. Once the Ethics Commission confirmed the names for the ballot, notices would be sent to the candidates.

B. **Review and Approve Precinct Rules.** Chairman Tuttle explained that the precinct doors should not be locked as written in number 10, and suggested rewriting it to read: **10. Polls shall be closed at 7:00 o'clock p.m. Poll clerks shall close the voting line promptly at 7:00 p.m. Any voter already in line may vote; however, after 7:00 p.m. no other voters are allowed to get in line.** There were no other corrections or changes. **COMMISSION CONCURRED.**

C. **Training Schedule for Poll Managers.** Ms. Herrmann reported that all poll managers confirmed that they will attend the training scheduled March 28th at 10:00 a.m. at the Dick M. Johnson Civic Center. Commissioners should also attend the training.

D. **Update on Poll Manager Volunteers.** Ms. Herrmann reported that all positions were filled. One standby worker will attend training, and another gentleman has offered to standby. Standby workers were requested in the event of an emergency or illness that might leave a vacancy at the precinct.

E. **Election Day Timeline & Vote Tabulation.** The Election Day Timeline was discussed and the commissioners determined that throughout the day they would visit

the precincts to insure procedures were being followed and there were no problems. Ms. Herrmann explained absentee ballots would be picked up from Horry County Elections at 5:00 p.m. on Election Day so the commission could present them for challenges at 7:00 p.m. Tabulation forms will be provided for the commission's use on Election Day along with required announcement information.

F. Certification & Challenged Ballot Hearing Process. Challenged and failsafe ballots were discussed along with proper procedures for handling same.

6. **PUBLIC COMMENTS.** No members of the public were present.

7. **COMMISSION COMMENTS.** Chairman Tuttle reminded the commission that it must remain neutral during the election process.

8. **ADJOURNMENT** Chairman Tuttle declared the meeting adjourned at 11:20 a.m.

Respectfully submitted,

Debra E. Herrmann, CMC, Town Clerk

Approved: _____

Judy Tuttle, Chairman

Evelyn Cockey, Member

Peggy Inman, Member