

MINUTES, LENOIR COUNTY BOARD OF ELECTIONS, 13 SEPTEMBER 2012 AT 0930, ELECTION HEADQUARTERS, 110C SOUTH HERRITAGE STREET, KINSTON, NC 28502

Present: Chairman Sharon L. Kanter, Secretary Oscar E. Herring, Board Member Kimberly B. Allison and Elections Director Dana W. King

Chairman Kanter called the meeting to order at 0935.

On a motion by Oscar E. Herring, a second by Kimberly B. Allison and unanimous approval that the draft minutes of a board meeting shall be sent to all board members via email. The board members shall notify the Secretary of any changes, the changes shall be made and the draft minutes shall be sent again to the board members for approval. When the minutes have been approved the last paragraph of the minutes shall read *“These minutes were electronically approved on day/month.”* The Secretary shall send the approved minutes to Joey Bryan, Director of Information, and request that the approved minutes be placed on the BOE website and a copy shall be sent to the Elections Director to print and post the approved minutes in the BOE Minute Book.

On a motion by Oscar E. Herring, a second by Kimberly B. Allison, and unanimous approval to enter into closed session per N.C.G.S. 143-318.11.

N.C.G.S. 143-318.11: A public body may hold a closed session and exclude the public only when a closed session is required.

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the member of the public body or another body may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal shall be by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

The Board entered into closed session at 0950 to discuss a personnel matter. The Board adjourned from closed session at 1159 on a motion by Oscar E. Herring, a second by Sharon L. Kanter, and unanimous approval and entered into open session at 1201.

Calling a Closed Session – A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a)(1) of this section shall also state the name of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public expects to receive advice during the closes session.

Chairman stated that she wanted to be a part of the training of precinct workers since the NCGS state this is a part of her job as the Chair. The Chairman and the Elections Director agreed to work closely to formulate a motivational training program for precinct workers.

The board approved a "*closed session*" to be held on 15 November 2012 and the meeting was adjourned at 1218 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 13 September 2012.

APPROVED:

SHARON L. KANTER
Chairman

KIMBERLY B. ALLISON
Board Member

OSCAR E. HERRING
Secretary