

Minutes of the Surry County Electoral Board  
June 5, 2018

The Surry County Board of Elections was called to order at 9:05 AM on Tuesday, June 5, 2018 AM. Members present were Laurie Webber, chair; Micheal Gilchrist, Vice-Chair, and Charlome Pierce, Secretary. The purpose of the meeting was to accept the retirement letter of the General Registrar effective July 31, 2018 and to begin the search for her replacement. In addition, the revised security plan was to be considered for adoption. It was moved by Micheal Gilchrist and seconded by Charlome Pierce that the retirement letter of Mrs. Epps be accepted. She has served the registrar's office for 42 years and 38 as general registrar.

It is noted that Mrs. Epps has accepted the resignation letter of the Assistant Registrar, Judy Brown, prior to her retirement letter. Therefore, the office will be in need of two employees and hiring of the replacement registrar in a timely manner is of utmost importance.

Letters requesting recognition for Mrs. Epps will be sent to the Surry County Board of Supervisors and the State Board of Elections. The Board of Supervisors will be asked to recognize Ms. Brown as well.

The next order of business was to discuss the hiring of a new General Registrar. The position will be advertised in the Smithfield Times as this is what the county does for vacant positions. It will also be placed on the Surry County Government website. The secretary will request a quote from the Sussex-Surry Dispatch and canvas board members.

We will advertise immediately and request that the county's Human Resource Department assist with advertising on the County's website and the collection of applications.

We will canvass applications on June 27th at 11:00 AM. We will schedule interviews on July 2th all day. We will hopefully select a candidate on July 5 at 11:00.

The next order of business was the revised security plan. It was moved by Charlome Pierce and Seconded by Micheal Gilchrist that the security plan be approved pending the acceptance of the alternate polling places.

With no further business, the meeting adjourned at 11:30.

Respectfully Submitted,

Charlome Pierce, Secretary