

The Union County Board of Elections met on December 3, 2024. Those in attendance were Chairman Dean Cook; Board Members Willam Steele, Barbara Luke, Jeff Robinson; Director Brandon Clay; Deputy Director Michelle Forrider.

Chairman Cook called the meeting to order at 9:00am.

Approve minutes from November 18,2024, Board meeting

Board Member Steele moved to approve the minutes with Board Member Robinson seconding.

- The motion passed unanimously.

Approve Bills

Deputy Director Forrider presented bills for approval.

1. TRIAD
2. RBM
3. Verizon
4. RAClark Enterprises

Board Member Luke motioned to approve bills with Board Member Robinson seconding the motion.

- The motion passed unanimously.

2024 YTD Budget Summary

Director Forrider presented the YTD budget. There were no questions or concerns.

2025 Board Meeting Schedule

Director Clay and Deputy Director Forrider presented to the Board with the dates for the 2025 Board Meeting Schedule. Board Member Steele asked if the board would be in favor of moving the regular meetings earlier in the day. Director Clay and Deputy Forrider informed the board that the Commissioner's department heads meeting is at 8:30a.m. on the first Tuesday and the two of us would want to be at that meeting so we are visible to the Commissioners. Chairman Cook asked if 9:30a.m. would give the Director and Deputy Director enough time to attend the commissioners meeting, both agreed that it would give them enough time.

Board member Steele motioned to approve the presented schedule but changing the monthly 1:00p.m. meetings to 9:30a.m. with Board Member Robinson seconding the motion.

The motion passed unanimously.

Schedule included at the end of this document.

Holiday schedule

Director Clay and Deputy Director Forrider began the discussion regarding holiday time off. They stated that the County Holiday schedule is:

12/25 - off
01/01 - off

Board Member Steele moved to approve paid holiday days off beginning 12/24/2024-01/01/2025 with Board Member Robinson seconding.

- The motion passed unanimously.

Board Member Steele moved to pay year end compensation for each staff member totaling \$20,000 with Board Member Robinson seconding.

- The motion passed unanimously.

Compensation Addendum listed below.

Board Member Luke moved to adjourn the meeting with Board Member Steele seconding.

Next Board Meeting will be held on Tuesday February 11th, 2024, at 9:30a.m.

Attest: Brandon Clay Chairman: Dean E. Cook
Brandon Clay, Director Dean E. Cook, Chairman