



WATAUGA COUNTY BOARD OF ELECTIONS

County Courthouse ♦ 842 West King Street Boone, North Carolina 28607

OCTOBER 7, 2025

AGENDA

1. CALL TO ORDER
2. PLEDGE
3. CLOSED SESSION
4. APPROVAL OF MINUTES FROM SEPTEMBER 9, 2025
5. NEW REGISTRATIONS AND STATISTICS
6. DIRECTOR'S UPDATE
7. AMENDMENT OF RESOLUTION FOR PUBLIC COMMENT BEFORE THE WATAUGA COUNTY BOARD OF ELECTIONS
8. APPOINTMENT OF EARLY VOTING JUDGES
9. APPOINTMENT OF ELECTION DAY JUDGES
10. REVIEW AND APPROVAL OF ABSENTEE ENVELOPES
11. ADJOURNMENT



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County Board of Elections

The Watauga County Board of Elections met on Tuesday, October 7, 2025, at 5:00 p.m. in the Watauga County Courthouse located at 842 West King Street, Boone, NC 28607. Board Members in attendance were Chairperson Eric Eller; Members Leta Councill, Pamela Cline, Elaine Rothenberg and Secretary Terry Cirone. Also attending: Elections Director Matt Snyder and Deputy Director Donna Houck.

October 7, 2025

MINUTES

1. CALL TO ORDER

Chairperson Eric Eller called the meeting to order.

2. PLEDGE

All present pledged allegiance to the flag

3. CLOSED SESSION : ATTORNEY CONSULTATION - G.S. 143-318.11(a)(6)

Member Cline made a motion for the Board to go into Closed Session to discuss Civil Action No. 5:25-cv-157 with County Attorney Nathan Miller. The motion was seconded by Member Rothenberg and passed 5-0. The Board Members retired to a separate room to discuss a specific legal matter with the Watauga County Attorney.

4. APPROVAL OF MINUTES FROM SEPTEMBER 9, 2025

Member Councill moved to approve the minutes from the September 9th meeting which was seconded by Member Cline. There was no discussion. The minutes were approved by a 4-0 vote, with Member Rothenberg abstaining due to not being present at the September 9 meeting.

5. NEW REGISTRATIONS AND STATISTICS

There were four hundred and three (403) new registrations from September 9, 2025, to October 7, 2025. There are a total of 44,528 voters in Watauga County of which 38,065 are active. There was a brief discussion addressing the criteria for active and inactive voters. Member Rothenberg made a motion to accept the report, pending review, and the motion was seconded by Member Cline. The motion passed 5-0.

6. DIRECTOR'S UPDATE

- MAT visits have been completed (App Brian Estates, Foley, and Deerfield Ridge facilities) and where a site visit was not done (Glenbridge) a message has been left to call the BOE office for assistance.
- Logic and Accuracy (L&A) testing for the voting equipment has been completed.

- Thirty-one (31) civilian absentee ballots were mailed on Friday, October 3rd and an additional three (3) were mailed on October 7th. Forty-three overseas and military ballots were emailed on Friday October 3rd. One ballot was military while the other were overseas.
- Bins for the Ballot Tabulator have been delivered.
- Staff is still waiting for the Poll Worker Training videos from Printelect that are contractually required. Training is currently proceeding without the videos
- Ballot on Demand equipment has been delivered and set up and training will follow within the next few days.
- Early Voting and OVRD/Provisional training is complete.
- Voter Registration closes October 10th.
- Early voting for the Municipal Elections begins October 16th.

7. AMENDMENT OF RESOLUTION FOR PUBLIC COMMENT BEFORE THE WATAUGA COUNTY BOARD OF ELECTIONS

This previously approved resolution (2014) had been updated to reflect a change in terminology concerning the term “absentee by mail voting” as just absentee voting and “early voting” is just voting. No other changes were noted. The key point of the Resolution is that the BOE will not schedule public comment periods from the date Absentee Voting begins until the completion of the Canvass.

Member Rothenberg made a motion to accept the provided Resolution for Public Comment before the Watauga Board of Elections dated October 7, 2025, which was seconded by Member Council. The motion passed 5-0. Chairman Eller signed the resolution.

8. APPOINTMENT OF EARLY VOTING JUDGES

Director Snyder provided a list of Chief Judges and Judges (some previously approved) for review. The change being that two additional Chief Judges have been added to provide some break time for the other Chief Judges. Also, one additional Judge was added. Member Cline made a motion to approve the provided list of Municipal Early Voting Judges which was seconded by Member Council. There was no further discussion. The motion passed 5-0.

9. APPOINTMENT OF ELECTION DAY JUDGES

Director Snyder discussed that, as previously provided, there were voting precincts where a Chief Judge had not been named. He then provided a list of the two individuals to be assigned as Chief Judges to precinct Boone 1 and precinct Boone 2 for the 2025 Municipal Election. Member Council made a motion to approve the provided list which seconded by Member Cline. There was no further discussion. The motion passed 5-0.

10. REVIEW AND APPROVAL OF ABSENTEE ENVELOPES

One overseas ballot was received and approved. A motion to approve the DS300 count of one (1) was made by Member Council and seconded by Member Rothenberg. The motion passed 5-0.

11. ADJOURNMENT

Member Council made a motion to adjourn the meeting which was seconded by Member Rothenberg. The motion passed 5-0.

[Redacted]

Eric Eller, Chair

[Redacted]

Terry Cirone, Secretary

[Redacted]

Pam Cline, Member

[Redacted]

Leta Council, Member

[Redacted]

Elaine Rothenberg, Member

Elaine Rothenberg

[Redacted]

Matthew Snyder, Director

Matthew Snyder

Director's Update 10/7/2025

- Glenbridge Facility: Donna left a message that if anyone needs assistance to call.
- Made visits to App Brian Estates, Foley, Deerfield Ridge facilities
- L&A Testing complete – thank you Terry and Leta, Mock Election went okay
- Civilian ABS ballots mailed on Friday, October 3 = 31 and 7 today
OVR/MIL = 43 emailed on Friday, October 3
- Bins for the Ballot Tabulator were delivered yesterday
- Waiting on Pollworker Training Videos from Printelect, as per contract
- Ballot on Demand equipment delivered a couple weeks ago – set up and training next 2 days
- Early Voting and OVRD/Provisional training complete, ED CJ training next 2 days, 1 more J&A training
- Voter Registration Closes Friday, October 10th
- Equipment Deliveries go out Monday

2025 MUNICIPAL ELECTION EARLY VOTING

CHIEF JUDGES

Hill	Sarah	Una
Lunceford	Amy	Dem
Krause	Barbara	Dem
St Clair	Cameron	una

JUDGES

Chasteen	Kim	Rep
D'Addurno	Holly	Dem
Harris	Malik	Una
Jones	Cheryl	Rep
Tobin	Sherry	Dem
Bennett	Saniya	Una
Devitt	Paula	Rep
Hartley	Audrey	Dem
Greene	Ardease	Rep
Barfoot	Gwyn	Rep

2025 MUNICIPAL ELECTION

Hill	Sarah	Una	Chief Judge	BOONE 1
Krause	Barbara	Dem	Chief Judge	BOONE 2

RESOLUTION FOR PUBLIC COMMENT BEFORE THE WATAUGA COUNTY BOARD OF ELECTIONS

Whereas, the Watauga County Board of Elections is an administrative and quasi-judicial board appointed by the North Carolina State Board of Elections pursuant to N.C. Gen. Stat. §163-30; and

Whereas, the Watauga County Board of Elections is not required by State law to hold public comment periods as part of its meeting process; and

Whereas, the Watauga County Board of Elections acknowledges that public comment would not be appropriate as part of a quasi-judicial hearing, unless such statements comply with the rules and regulations governing quasi-judicial hearings; and

Whereas, the Watauga County Board of Elections has been delegated the authority by Statute to make certain discretionary decisions regarding the locations and conduct of the election process within Watauga County; and

Whereas, the Watauga County Board of Elections acknowledges that public comment is an important part of the legislative process and is the public policy of the State of North Carolina; and

Whereas, the Watauga County Board of Elections is mindful of its duty to conduct elections in accordance with the North Carolina General Statutes and within the timeframes as set forth in the General Statutes; and

Whereas, in balancing the interests of allowing public comment and proceeding expeditiously with the business of the Watauga County Board of Elections, the Board hereby adopts the following public comment process.

NOW THEREFORE, it is hereby resolved by the Watauga County Board of Elections:

1. The Watauga County Board of Elections may receive public comment at its regularly scheduled meetings as time may allow. The period for receiving public comment at these meetings shall be for a period up to thirty minutes, which may be extended or altered at the discretion of the Board.

Each speaker shall have a maximum of two (2) minutes to address the Board. The Watauga County Elections Director shall serve as timekeeper for each speaker.

2. No time may be yielded to a speaker by another speaker.

3. Persons who wish to address the Board shall register on a sign-up sheet that will be available in the Board's meeting room. The sign-up sheet will be available 15 minutes before the start of the comment period.

4. Speakers will be acknowledged by the Board in the order in which their names appear on the sign-up sheet. Speakers will address the Board from a lectern set up by the Elections Director and begin their remarks by stating their name and address.

5. Public comment is not intended to require the Board to answer any impromptu questions and the Board will not engage in a dialogue with a speaker. Any action on items brought up during the comment period will be at the discretion of the Board following the completion of the comment period.

6. All comments shall be concise and addressed to the Board of Elections as a whole, shall be related to the work of the Watauga County Board of Elections.

7. Speakers shall not discuss matters deemed to be 'closed session' type issues: i.e. personnel matters, litigation, matters made confidential by law, or matters which may relate to the Board's quasi-judicial functions.

8. Speakers shall not discuss matters regarding the candidacy of any person seeking public office, including the candidacy of the person addressing the Board.

9. Speakers shall be courteous in their language and presentation. Profanity, obscenity, name-calling, or personal attacks will not be tolerated.

10. Multi-media presentations, including audio or video presentations, are not allowed.

11. Written comments and/or supporting documentation may be left with the Watauga County Elections Director.

12. Due to the schedule of the Board of Elections, the need to proceed expeditiously with the quasi-judicial functions of the Board, and the risk of receiving unsworn testimony in connection with its judicial functions, the Watauga County Board of Elections will not schedule public comment periods from the date Absentee Voting Begins until the completion of Canvass.

Adopted this the 7th day of October, 2025.



Eric Eller, Chairman