

**Ella Fields-Bunch, Chairperson**  
**Kevin Jones, Secretary**  
**Vera Murrill, Member**  
**Victoria Butler, Member**  
**Fondella Leigh, Member**



**Jackie Greene**  
**Director**

## **Perquimans County Board of Elections**

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### **Work Session Agenda**

**December 3, 2024 @ 5:00 p.m.**

- I. Call to order / Welcome / Pledge of Allegiance** – Ella Fields-Bunch, Board Chair
- II. Approval of agenda** (additions, deletions, or corrections)  
Motion by \_\_\_\_\_ Second \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_  
Remarks: \_\_\_\_\_
- III. Public Comment**
- IV. Agenda Items:**
  - a) Post-Election Review
    - Election Certification Overview: Recap of election certification process and results
    - Provisional and Absentee Ballots: Discussion of how these ballots were processed and counted
    - Incident Reporting: Review of any irregularities or challenges during the election (e.g., equipment malfunctions, poll worker concerns).
  - b) Financial and Administrative Updates
    - Election Budget Reconciliation: Discussion of expenditures and potential funding requests for reimbursements
    - Election Equipment and Supplies: Review inventory and assess any needs for repair or replacement
    - Status of Deputy Director's Position: Update on recruitment or other plans for this role
    - Review of MOU Delegating Responsibilities to Elections Director: Ensure compliance and discuss any proposed adjustments
  - c) Election Data and Trends Analysis
    - Voter Turnout: Discuss overall turnout and trends, including precinct-level data
    - Demographic Insights: Review voter participation by key demographics (if available)
    - Voter Accessibility Challenges: Address any barriers or issues that impacted the voter experience
  - d) Operational and Procedural Planning
    - Policy and Procedural Updates: Discuss any changes in state or federal election laws and their impact

- Post-Election Audit Results: Review compliance with audit requirements
- Planning for 2025 Elections: Develop a preliminary calendar and key priorities
- e) Public Relations and Transparency
  - Post-Election Feedback: Address voter, candidate, or poll worker concerns
  - Community Engagement: Brainstorm outreach or education initiatives for voters
- f) Closed Session (*If needed*)
  - [Insert Specific Justification, e.g., Personnel Matters Pursuant to N.C.G.S. § 143-318.11(a)]
- g) Next Steps and Action Items
  - Recap of key takeaways and follow-up actions
  - Confirm plans for any special meetings in December (e.g., December 17, 2024)

## **V. Adjournment**