

TRANSYLVANIA COUNTY BOARD OF ELECTIONS

REGULAR MEETING MINUTES

December 11, 2025

Chair Cruickshank called the meeting of the Transylvania County Board of Elections to order at 10:00 a.m. on Thursday, December 11, 2025, at 150 South Gaston Street, Brevard, NC 28712.

Attendance

Board Members:

Chair: Jim Cruickshank
Secretary: Judith West
Nona Walker
Thomas A. Smith III

Staff Members:

Director: Jeff Storey
Deputy Director: Laura Owen
Deputy Director: Julie Dennis

Visitors: Jeff Brewer, Kelly Gee, Barb Jackson

Review and approval of agenda

On a motion by Member Smith the Board approved the agenda 4-0.

PUBLIC COMMENTS : Mr. Brewer advocated for two early voting sites in 2026 with the additional site to be held in Rosman. Mr. Brewer asked the Board to consider the Quebec Community Center for a future Election Day precinct location as they have since addressed the non-ADA compliance issues.

Review and approval of previous minutes

The Board reviewed the prepared meeting minutes for October 28, 2025 through November 14, 2025. Chair Cruickshank asked for a modification regarding board comments on the October 28th minutes. The chair asked for a modification to the November 14th minutes regarding visitors. The prepared minutes were approved as follows:

October 28, 2025: Secretary West made a motion to approve with modifications: Passed: 4-0

November 3, 2025: Member Smith made a motion to approve: Passed: 4-0

November 4, 2025: Member Smith made a motion to approve: Passed: 4-0

November 7, 2025: Secretary West made a motion to approve: Passed: 4-0

November 13, 2025: Secretary West made a motion to approve: Passed: 4-0

November 14, 2025: Member Walker made a motion to approve with modifications: Passed: 4-0

Absentee board meeting schedule

The Board reviewed the proposed 2026 primary absentee board meeting schedule. **On a motion by Secretary West, the Board approved 4-0 to finalize the schedule.**

Additional precinct official appointments

Director Storey provided the Board with additional recommendations for Election Day assistants in the Brevard #3, Dunn's Rock, East Fork, Little River, and Rosman Eastatoe precincts. **On a motion by Member Walker, the Board approved 4-0 to appoint the recommended workers.** Secretary West noted there were still needs for republican assistants in the B4, BD, LR, RE, TC1, and TC7 precincts and asked for a timeline for filling those vacancies. The

director indicated in the event they're not filled by mid-January; the Board could consider unaffiliated or democratic workers for the primary.

Director updates

Director Storey provided the 2026 board calendar for review. The Board discussed the dates and availability for next year and provided minor modifications. Confirmations were given for conference registrations. The director will provide an updated calendar following the meeting.

The director stated candidate filling will be open until noon on December 19, 2025. 3 candidates have filed for county commissioner, 2 candidates for board of education, and the incumbents for clerk of court and sheriff.

Director Storey followed up on the inquiry regarding the 2026 primary early voting plan. The State Board approved the regular business hours and two Saturdays for the election office. The schedule has been released to the public.

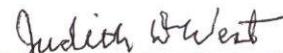
The director informed the board of 3 voters with a Penrose address identified in the routine GIS audits that were registered in Transylvania and reside in Henderson County. GIS for both Henderson and Transylvania confirmed the locations. The voters were notified and administratively removed from the rolls.

Director Storey discussed the road blockage at Mary C. Jenkins and discussed the plan of action for the Brevard #2 precinct with additional signage and a traffic flow liaison.

Board comments: Member Smith asked for follow-up on the registration repair project. The director indicated there are 57 remaining on the list for Transylvania county and that the project will be ongoing. There was no further discussion.

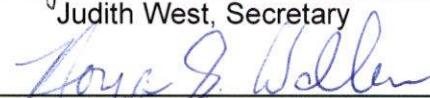
On a motion by Chair Cruickshank, the meeting was adjourned at 11:04 a.m. The next scheduled meeting will be at 10 a.m. on January 8, 2026, at 150 South Gaston Street, Brevard, NC 28712.

Respectfully submitted,



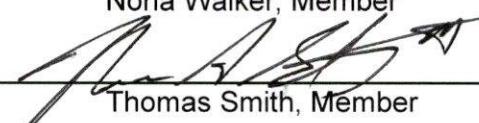
Judith West

Judith West, Secretary



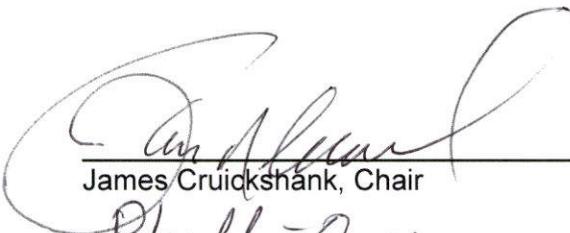
Nona Walker

Nona Walker, Member

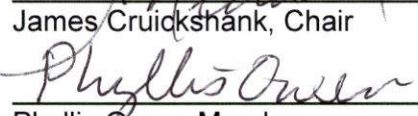


Thomas Smith

Thomas Smith, Member



James Cruickshank, Chair



Phyllis Owen, Member

Approved by Board on: JAN 8, 2026