

**MINUTES OF THE COFFEE COUNTY ELECTION COMMISSION**

**Thursday, June 15, 2023**

**4:00 P.M.**

**Draft**

**Present: Chairman William Bates, Secretary Barbara Arp, Commissioner Emily Thoma, Commissioner Larry McIntosh, Commissioner Carol Berthay, Administrator Andy Farrar.**

**The Coffee County Election Commission met in the Election Commission office, Suite 6, in the Coffee County Administrative Plaza in Manchester:**

- 1.) Chairman Bates opened the meeting.**
- 2.) Public Comments: None**
- 3.) Minutes of the previous meeting on Thursday, April 13, 2023, were submitted for approval. Motion by Commissioner Berthay to approve the minutes as presented. Seconded by Commissioner McIntosh. Motion passed by unanimous approval.**
- 4.) Commission members reviewed the Coffee County list maintenance procedures prepared by Administrator Farrar. Motion to approve by Commissioner McIntosh. Seconded by Commissioner Arp. Motion passed by unanimous approval.**
- 5.) The Election Commission received 552 registration forms in the second quarter of 2023. Commissioners audited 10% or 56 total forms for accuracy. The Commission found zero deficient forms. The Commissioners signed the audit form and Administrator Farrar will forward to the State Election Commission office as required.**
- 6.) Administrator Farrar discussed moving voting precinct 9-1. Wilson Avenue Church of Christ notified the Election Commission in June that they would be closing their doors and selling the building. Administrator Farrar looked at several locations within District 9-1. Administrator Farrar requested moving this voting precinct to the D.W Wilson Community Center. Motion by Commissioner Thoma to approve D.W Wilson Community Center as the new voting precinct for District 9-1. Seconded by Commissioner Berthay. Motion passed by unanimous approval.**
- 7.) Chairman Bates read aloud the letters received from the Republican and Democratic parties to hold the County Primary Election with the March 5, 2024 Presidential Primary. Motion to approve by Commissioner Arp. Seconded by Commissioner McIntosh. Motion passed by unanimous approval.**
- 8.) The next meeting will be Thursday, September 28, 2023.**
- 9.) There being no further business, the meeting was adjourned.**

**Respectfully submitted,**

**Barbara Arp, Secretary**