

Anderson County Election Commission Minutes

**Thursday, March 20, 2025
4:00 p.m. ET, Room 118A, Courthouse**

I. Call to Order

The meeting was called to order at 4:06 p.m. by Chair Jane Miller. In addition, to Miller, Commissioners Mary Matheny, David Bradshaw and Bear Stephenson and Bill Gallaher were present along with Election Administrator Mark Stephens, Chief Deputy Kim Eby, and Deputies Tina Price and Shawn Rogers.

Visitors:

Attending from the public were Lou Ann Cristy, Stephen Cristy, Barry Vickers and Robert Walker.

A motion was made by Commissioner Stephenson to approve the agenda. A second was made by Bradshaw with all voting in favor.

II. Public Comment (Previously approved motion limits each speaker to 3 minutes)

Public comments were made by Robert Walker regarding performance reviews and Budget processes.

Chair Miller said that the commissioners had each received Mr. Walker's email and that everyone had read it. Miller shared that the commissioners had met with the County Law Director Jay Yeager and Human Resources Director Kim Jeffers-Whitaker last year (2024) to ensure the ACEC was conducting applicable business per county procedures and policies. She stated that the Anderson County Election Commission was fully committed to having open and fair elections. Miller further shared that the intention was to have the Election Administrator's performance review done by June. Stephens stated that he did the Deputy Administrators performance reviews every December. There will be no public report on performance reviews.

Public comments were made by Lou Ann Cristy regarding the performance reviews.

Bradshaw stated that official actions taken by the commission during meetings will be fully reflected in the approved meeting minutes and made available to the public.

III. Meeting Minutes

A motion was made by Bradshaw to approve the minutes from the February 13, 2025, meeting. Matheny seconded the motion with all voting in favor.

IV. Administrator's Report

- **Legislative Update**

Stephens distributed a handout put together by Linda Phillips, Administrator of Elections in Shelby County, listing proposed legislation that if passed would affect Elections. Those proposed bills included Citizenship/Felony status, use of faxes for receipt of Absentee Requests and Change of Address, moving Board of Education elections to coincide with County Legislative body elections, party registration and having a voting precinct at jails.

- **Budget Information/Discussion**

Stephens said that the budget was going in the right direction. Some previously outstanding invoices have now been received and paid, and some additional transfers will need to be made next month. He anticipates that the remaining outstanding invoices will be received and paid during April.

The 2025/2026 ACEC Budget has been submitted to the Finance Department. This will include Capital Outlay for the purchase of new computers per the request and approval of the County IT Director Brian Young.

The Anderson County Budget Committee will be holding hearings on the 2025/2026 Budget at 2:00pm Monday, April 7, 2025, and at 4:00pm Thursday, April 10, 2025.

- **Office News and Notes**

Stephens said that the office staff will be attending VoterCentral training workshops at the end of April.

Stephens reported that County IT Director Brian Young has said that he would like the ACEC to consider moving away from the VoterCentral software. Stephens noted that the VoterCentral software is used by approximately 90 counties in Tennessee. Stephens has requested that Young attend the April ACEC meeting for further discussion.

IV. Review of Previous Action Items

Miller stated that the previous Action Items (listed below) of the February 13, 2025, meeting had each been completed. She commended Stephens and Paul Richardson for working together on the budget.

1. COMPLETED - Miller asked Stephens to work with Finance Department Paul Richardson to develop a plan for any required budget transfers.
2. COMPLETED - Miller asked Stephens to finalize the preliminary approved budget for FY 2025-2026.
3. COMPLETED - Miller asked Stephen to check the availability of Room 118A for future ACEC meetings, and to reserve:

V. New Action Items

1. Miller asked Stephens to send the commissioners a new updated budget report. COMPLETED – This report was provided to the commissioners at the end of the meeting.


VI. Set Next Meeting


The next meeting was set for April 17, 2025 at 4:00 pm in Room 118A of the Anderson County Courthouse.

VII. Adjourn

A motion to adjourn was made by Commissioner Matheny with a second by Gallaher. All voted in favor and the meeting was adjourned at 4:41 p.m.


D. Jane Miller, Acting Chairman


Mary Matheny, Secretary


William T. Gallaher, Commissioner


David Bradshaw, Commissioner


Bear Stephenson, Commissioner