

Anderson County Election Commission Minutes

**Thursday, October 16, 2025
3:30 p.m. ET, Room 118A, Courthouse**

I. Call to Order

The meeting was called to order at 3:35 p.m. by Chair Jane Miller. In addition to Miller, Commissioners David Bradshaw, Bill Gallaher, William “Bear” Stephenson and Marion Stanford were present along with Election Administrator Mark Stephens, Chief Deputy Kim Eby and Deputy Shawn Rogers.

Visitors:

Attending from the public: Lou Ann Cristy, Steve Cristy, Liz Ibbotson, Chase Lindsey, and Robert Walker.

Also attending was Paul Richardson, Anderson County Deputy Finance Director.

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

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

Robert Walker spoke regarding the Performance Review of Administrator Stephens. Lou Ann Cristy spoke regarding Election Commission minutes. Commissioner Stanford inquired about the process of creating the minutes.

III. Meeting Minutes

A motion was made by Commissioner Stephenson to approve the August 21, 2025 meeting minutes. Bradshaw seconded the motion with all voting in favor.

Commissioner Stanford made a motion to have a working copy (unapproved draft) of the minutes sent by email to commissioners within 2 business days. A second was made by Stephenson with all voting in favor.

IV. Administrator's Report

- **County Email Addresses**

Administrator Stephens informed the Commission that he had spoken with IT Director Brian Young about obtaining county email addresses for each of the commissioners. According to Young, this would cost \$1000.00 a year (which would be billed to the Election Office).

Commissioner Stanford said that she had spoken with a County Commissioner and was told that county email addresses for the ACEC should not be a problem. Deputy Finance Director Paul Richardson stated that this additional expenditure would have to be approved by the County Budget committee. There was no motion.

- **Quarterly Registration Inspection**

The commissioners conducted the quarterly inspection of voter registration forms. Fifty-five forms were inspected with no deficiencies found.

- **List Maintenance**

Administrator Stephens informed the Commission that the staff was in the process of sending out Address Confirmation letters to voters flagged by the State Election Coordinator's office as having moved. These lists include USPS National Change of Address, Experian, and Inter-State Reports.

- **Website Review**

Chair Miller gave an update on the website. Per the action item from the previous meeting, she had reviewed the website and had earlier today provided a list of recommended website updates to the Election Administrator and Chief Deputy. Chief Deputy Eby reported that the office staff had already completed some website updates and also was in process of working on other updates as well.

- **Finance**

Deputy Finance Director Paul Richardson informed the commissioners that their next paycheck would be smaller due to deductions being taken out to catch up from months that they did not meet (and hence were not paid).

- **Office Staff**

Administrator Stephens informed the Commission that Deputy Tina Price would be retiring as of November 7, 2025. Deputy Price has been with the office for 8 years.

- **2026 Election Year**

Administrator Stephens informed the Commission that the Qualifying for 2026 elections was approaching and that the staff was starting to get Candidate packets ready.

- **Voter Integrity**

Administrator Stephens told the Commission that the State of Tennessee was ranked Number 1 in Voter Integrity for the fourth year in a row.

V. Review of Previous Action Items

1. COMPLETED - Talk to Information Technology Director Brian Young about obtaining county email addresses for each Election Commissioner – Mark Stephens.
2. COMPLETED - Review the Election Commission website – Election Commissioners

VI. New Action Items

No new action items

Set Next Meeting

Administrator Stephens recommended that the commission not meet in November and December due to there being no required upcoming business on the calendar. Not holding unnecessary meetings will reduce Election Office costs to the county. Commissioner Stanford stated that there was a lot of work to do in the next couple of months and that it was unwise to meet so infrequently.

Commissioner Bradshaw made a motion to not meet in November and December unless an issue arose that required them to meet. Commissioner Gallaher seconded the motion with the amendment that the website be updated to reflect the change in the meeting schedule. All voted in favor.

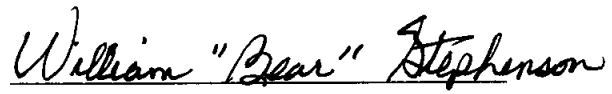
Commissioner Gallaher reminded the public that they were not attending a forum but attending a meeting of the Election Commission.


The next meeting was set for January 15, 2026 at 4:00 pm in Room 118A of the Anderson County Courthouse.

Adjourn

A motion to adjourn was made by Commissioner Stephenson with a second by Commissioner Gallaher. All voted in favor and the meeting was adjourned at 4:31 p.m.


D. Jane Miller, Chair


William "Bear" Stephenson, Secretary


David Bradshaw, Commissioner


William T. Gallaher, Commissioner


Marion Stanford, Commissioner