



WATAUGA COUNTY BOARD OF ELECTIONS

County Courthouse ♦ 842 West King Street Boone, North Carolina 28607

NOVEMBER 4, 2025

AGENDA

1. CALL TO ORDER
2. PLEDGE
3. APPROVAL OF MINUTES FROM NOVEMBER 3, 2025
4. NEW REGISTRATIONS AND STATISTICS
5. DIRECTOR'S UPDATE
6. REVIEW AND APPROVAL OF ABSENTEE ENVELOPES
7. RECESS MEETING
8. TABULATION OF APPROVED ABSENTEE BY MAIL BALLOTS RECEIVED BY 7:30PM
9. APPROVAL OF ABSENTEE ABSTRACT
10. TABULATE RESULTS FROM EARLY VOTING
11. REVIEW OF PHOTO ID EXCEPTION AFFIDAVIT FORMS FROM ELECTION DAY
12. OTHER BUSINESS
13. ADJOURNMENT



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County Board of Elections

The Watauga County Board of Elections met on Tuesday, November 4, 2025, at 5:00 p.m. in the Watauga County Courthouse located at 842 West King Street, Boone, NC 28607. Board Members in attendance were Chairperson Eric Eller; Members Leta Councill, Pamela Cline, Elaine Rothenberg and Secretary Terry Cirone. Also attending: Elections Director Matt Snyder and Deputy Director Donna Houck.

November 4, 2025

MINUTES

1. CALL TO ORDER

Chairperson Eric Eller called the meeting to order.

2. PLEDGE

All present pledged allegiance to the flag

3. APPROVAL OF MINUTES FROM NOVEMBER 3, 2025

Member Rothenberg moved to approve the minutes from the November 3, 2025 meeting which was seconded by Member Councill. There was no discussion. The minutes were approved by a 5-0 vote.

4. NEW REGISTRATIONS AND STATISTICS

There were no new registrations to report.

5. DIRECTOR'S UPDATE

Director Snyder reported that the voting equipment set up for election day at all locations had gone smoothly and there had been no reported delays

There was an issue with the secrecy of a ballot at Beech Mountain. There was one absentee ballot combined with two early voting ballots and if reported it would make it clear how the absentee ballot was voted. If there is a request for voter information, it will not be provided citing voter confidentiality.

Director Snyder informed the Board that the deceased voter procedure was needed to be utilized as the office was notified that an absentee voter for this election had died prior to election day. A bipartisan team will pull the ballot.

Lastly, an absentee ballot was received by another county and sent via mail to the Avery County BOE office with a note "we opened it by mistake". It was picked up by Election Day Rover Stephen Moody at the Avery County BOE. It did not have an outside envelope. The voter was contacted by phone and informed that the absentee ballot could not be accepted but that he could go to his respective precinct to vote if he wanted to. The voter was not in the Watauga area and indicated that he was aware and understood that his vote would not be accepted.

6. REVIEW AND APPROVAL OF ABSENTEE ENVELOPES

There was one (1) civilian ballot that had been received since the last Board meeting which was approved and voted bringing the total to 40 absentee by mail ballots.

7. RECESS

Member Council made a motion for the Board to recess for a meal break which was seconded by Member Cline. The motion passed 5-0. The Board then came back into session to address additional business

8. TABULATION OF APPROVED ABSENTEE BY MAIL BALLOTS RECEIVED BY 7:30

At 7:30 pm the polls were closed on absentee ballots and the ballots tabulated.

9. APPROVAL OF ABSENTEE ABSTRACT

The absentee ballot abstract was printed. Member Cline made a motion to approve the absentee ballot abstract which was seconded by Member Rothenberg. There was no discussion, and the motion passed 5-0.

10. TABULATE RESULTS FROM EARLY VOTING

The two early voting polls were closed and the votes tabulated.

*NOTE: Due to a security feature of the DS300 tabulator, which requires the flash drives that record the vote count be used in their original tabulators in order to "Close the Polls" and generate the digital file to be uploaded into Electionware, election results from Absentee by Mail, ADMIN Early Voting site, and ASU Early Voting site were entered manually based on the results tapes from their respective tabulator.

11. REVIEW OF PHOTO ID EXCEPTION AFFIDAVIT FORMS FROM ELECTION DAY

There were no photo exception affidavit forms from election day to review.

12. OTHER BUSINESS

There was no other business

13. ADJOURNMENT

Member Council made a motion to adjourn which was seconded by Member Rothenberg. The motion passed 5-0.



Eric Eller, Chair



Terry Cirone, Secretary



Pam Cline, Member



Leta Council, Member



Elaine Rothenberg, Member



Matthew Snyder, Director