

BANKS COUNTY BOARD OF ELECTIONS

Monthly Meeting Minutes

December 5, 2025

I. **Call to Order**

The Banks County Board of Elections met December 5, 2025 at the Elections Office. The meeting was called to order at 12:15 p.m. by Anne Moon, Chairman. All Election Board members were present for the meeting: Lynda Garrison, Anne Moon, Rita Pickens, Lynn Telford and Sharon Pruitt.

II. **Agenda**

The agenda for the meeting was presented and reviewed. Lynda Garrison made a motion to approve the agenda as presented. Lynn Telford seconded the motion. The motion carried with a 5-0 vote.

III. **Minutes**

Minutes for the October 2, 2025 regular monthly meeting and the November 7, 2025 Pre-certification meeting minutes were presented and reviewed. Lynn Telford made a motion to accept both minutes as presented. Lynda Garrison seconded the motion. The motion carried by a unanimous vote.

IV. **BOER Discussion and Action Items**

Based on the data presented in the previous Pre-certification Meeting, Sharon Pruitt made a motion for Certification of the December 2, 2025 Special Election Runoff. Lynn Telford seconded the motion and the vote was unanimous for approval of the certification.

V. **Old Business**

- A. Lettering for the front windows is being pursued and hope to have a quote after the holidays.
- B. Waiting for the installation of the gutter in front of the office and hoping it will be done before the end of the year.

VI. **New Business**

- A. The annual evaluation of the Director Gina Banister has been completed. Chairman Anne Moon and Vice-Chairman Lynn Telford will review the evaluation with Mrs. Banister after the meeting and then will submit it to the Banks County Board of Commissioners.
- B. The need for a check list for the cleaning service was discussed. The board and Director will develop a check list to be used for routine cleaning and also create a schedule for cleaning to take place especially times prior to Early Voting.

VII. **Director's Report**

- A. Debrief of November/December Election Day: Issues discussed were need for better direction to the ballot scanner and the backlog at the door where the handicap check-in and voting took place. A positive change in the December Runoff Election was alternating worker through the different stations throughout the day.
- B. Gearing up for the 2026 Elections. Qualifying fees were scheduled to be on the Board of Commissioners at the next meeting. BOC will set the fees for the local offices. Those fees will be published in the newspaper and on the website in January, 2026. Qualifying for the 2 local Board of Education and 2 local Board of Commissioners will be done at the Elections Office with Director Gina Banister March 2-6, 2026. Monday-Thursday from 9:00 am – 4:30 pm or Friday 9:00 am – 12 noon.
- C. The 2026 Election Calendar, along with important dates including the Gavreco Conference in March and future BOER meeting dates/times were given to Board Members.
- D. Other News: The Capital Improvement Plan created by the Board was sent to the Board of Commissioners for consideration. Board Members were notified that the county would be conducting a website migration in the near future and Director Banister will be checking to make sure that the election page is correct and up-to-date,

VIII. **Public Comment**

Sue Mager (Democratic Party) expressed concern for the 6% voter turnout for the runoff election. She expressed appreciation for what Director Banister and the Board did with handouts distributed throughout the community prior to the election.

Brian Parker (Republican Party) expressed appreciation and was thankful for the improvements in the election process that have taken place.

The public is encouraged to email Director Banister of Board Members with suggestions on how to get more voters to participate in the upcoming 2026 elections.

**IX. Next Board Meeting**

The next regular Election Board meeting will be Thursday, January 8, 2026 at 9:00 a.m.

**X. Adjournment**

Rita Pickens made the motion to adjourn the meeting with a second by Lynn Telford. Motion carried by a 5-0 vote.

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Rita Pickens, Clerk \_\_\_\_\_ Approved by the Banks County Board of Elections

BANKS COUNTY BOARD OF ELECTIONS

Pre-certification Meeting Minutes

December 5, 2025

I. Call to Order

The Banks County Board of Elections Pre-certification meeting was held on December 5, 2025 at the Elections Office. The meeting was called to order at 3:00 p.m. by Chairman Anne Moon. All Election Board members were present for the meeting: Lynda Garrison, Anne Moon, Rita Pickens, Lynn Telford and Sharon Pruitt.

II. Agenda

The agenda for the meeting was presented and reviewed. A motion to accept the agenda was made by Lynda Garrison and seconded by Sharon Pruitt. The motion was carried by a 5-0 vote.

III. BOER Discussion and Action Items

A review of the Election Returns was presented showing that all matched and there were no discrepancies with any of the data.

IV. Adjournment

Hearing no further discussion, Sharon Pruitt made a motion to adjourn the Pre-certification meeting. Lynn Telford seconded the motion. The Motion carried by a vote of 5-0.

Respectfully submitted by:

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Rita Pickens, Clerk \_\_\_\_\_ Approved by the Banks County Board of Elections