



**SHELBY COUNTY ELECTION COMMISSION  
REGULAR COMMISSION MEETING MINUTES**

**November 17, 2025**

The regular meeting of the Shelby County Election Commission (SCEC) was held on November 17, 2025, at the O.C. Pleasant Jr. Operations Center, 980 Nixon Drive, Memphis, TN 38134, at 4:00pm. This meeting was recorded on Facebook live.

**MEETING CALLED TO ORDER:** By Chairman Luttrell at 4:11pm.

**PLEDGE OF ALLEGIANCE**

**COMMISSIONERS PRESENT CONSTITUTING A QUORUM:** Commissioners Luttrell, Possel, Uhlhorn, and Wharton

Note: Commissioner Kimbrow was in attendance via phone for discussion.

**OTHERS IN ATTENDANCE:**

Linda Phillips, AOE	Jacob Swatley, Attorney
Joe Young, DAOE	Matt Sherill, IT
Ron Boozer, Staff	Cherie Pyron
Stanita Gaddy, Staff	Rose Ann Bradley
Sherry Hewlett, Staff	
Erma Carter, Staff	

**PUBLIC COMMENTS ON NON-AGENDA ITEMS:**

No comments

**APPROVAL OF SEPTEMBER 22, 2025 REGULAR MEETING MINUTES:**

MOTION STATED: Commissioner Uhlhorn motion to approve the minutes

SECONDED BY: Commissioner Possel

ROLL CALL VOTE: Luttrell, yea; Possel, yea; Uhlhorn, yea; Wharton, yea

**VOTER REGISTRATION APPEAL (WILLIAMS):**

MOTION STATED: Commissioner Uhlhorn motion to approve

SECONDED BY: Commissioner Wharton

ROLL CALL VOTE: Luttrell, yea; Possel, yea; Uhlhorn, yea; Wharton, yea

AOE Phillips presented information on the motion and recommended approval.

**REVIEW ELECTION LAW CHANGES:**

AOE Phillips lead discussion of laws passed this year that affect the SCEC.

**CHAIRMAN'S REMARKS:**

Lead discussion on TCA laws, referencing new 2025 edition. Commented on renovation efforts and how well they are coming along.

**ATTORNEY'S REPORT:**

Attorney Swatley reported that there is no active litigation at this time.

**ADMINISTRATOR'S REPORT:**

AOE Phillips presented her report. Report is attached.

**OLD BUSINESS:**

Commissioner Kimbrow thanked staff for their efforts for Deputy Registrar training event and is looking forward to the new building renovations being completed, along with holiday well wishes.


Commissioner Uhlhorn asked AOE Phillips for status on Campaign Finance reporting and AOE Phillips reported that late filers have been turned over to the state.


Commissioner Wharton thanked the staff for their efforts getting ready for the 2026 elections.

Commissioner Possel thanked everyone for their well wishes.

**ADJOURNMENT:**

Motion to adjourn by Commissioner Uhlhorn, seconded by Commissioner Wharton, 4:50pm.

  
\_\_\_\_\_  
Mark Luttrell, Jr., Chairman                      3-30-26  
Date

  
\_\_\_\_\_  
Vanecia Kimbrow, Secretary                      as Acting Secretary  
Date

## Administrator's Report

November, 2025

- **Building Update** – The general contractor is nearly finished. We are just waiting for a few things to be finished but we expect a certificate of occupancy before Thanksgiving. The resolution to purchase the furniture is on today's County Commission Meeting. Blinds have been ordered.
- **Outreach** - It's been busy. Since our last report, we have done voter education or registration events at:
  - Southern Heritage Classic & Career Fair
  - Voter Education Forums – Commissioner Brooks (3 separate events)
  - St. James AME Church Conference
  - Mt. Vernon Baptist Church
  - Father's Matter, The Memphis Lift
  - Fall Carnival
  - Black Clergy Collaborative (2 Events)
  - MASE College and Career Fair
  - Grizzlies Civic Engagement Night
  - Beacon College Prep
  - Trezevant HS New School Name Election
  - AKA Public Policy Forum
  - Bethlehem MB Church
  - Melrose HS – Homecoming Elections
- **High School Registration** –We are finding that about half of the students have an acceptable ID and are then eligible to be registered as "in person." About half do not and therefore have the status of "by mail", so they will have to vote in person the first time.
  - Melrose HS
  - Compass Midtown Community School
  - Memphis Virtual School
  - Hollis F. Price Middle college HS
  - Memphis Business Academy (Parents Night)

- Booker T. Washington School
  - Westwood HS
  - Bartlett HS
  - Freedom Preparatory HS
  - Lausanne HS
  - Trezevant HS
  - Kirby HS
  - Arlington HS
  - Central Baptist School
  - Memphis Academy of Science and Engineering
  - Douglass HS
  - Memphis University School
  - Overton HS
  - Whitehaven HS
  - Houston HS
  - City University Schools
  - Millington Central Middle HS
  - Memphis Rise Academy
  - Memphis School of Excellence
- **Holiday Closure** - We will be closed next week on Thursday, November 27<sup>th</sup> and Friday, November 28<sup>th</sup> for Thanksgiving.
  - **Election Hero Day** - A group of community partners brought a cake and balloons to the Operations Center to honor us on Election Hero Day, which was November 3<sup>rd</sup>. It was delicious cake.
  - **New Website** - We are in the final stages of completing the website. Sherry and I are learning how to add events and documents. I hope to finally have a link for you all to look at later this week. We are planning for a December 1, 2025 launch.
  - **Classes** – There are no classes in December. We have one additional candidate class on January 14, 2026 at 1:00pm at the Operations Center. A deputy registrar class will be held on January 29, 2026 at 10:30 am. Most of our classes next year are dealing with Campaign Finance. There is a handout in your folder. Please encourage candidates to take these classes; even if they hire an accounting firm to do this, the candidate should still be aware of the rules.

<b>Event</b>	<b>Date</b>	<b>Days Until</b>
First Day to Issue County Primary Petitions	12/22/2025	35
First Day to Issue Municipal School Board Petitions and State and Federal Petitions	1/9/2026	53
First Day to Request an Absentee Ballot for May Primary	2/4/2026	79
Qualifying Deadline	2/19/2026	94
Primary Election Day	5/5/2026	169