

**The Charlotte County Electoral Board met Thursday August 5th at the County Administration Building at 1 pm.**

> Meeting was called to order

>Prayer

>Pledge of Allegiance

>Minutes;

1)Minutes of June 9th canvas meeting were not approved because date of canvas on Wednesday was recorded as June 8th needs to be changed to June 9th. Friday canvas was recorded as June 8th also needs to be changed to June 11th.

2) Minutes of the July 15th Electoral Board meeting were not approved because Registrar said heading of minutes stated it as a reconvened meeting needed to be changed to Special Called meeting because before or after (he first said before then changed it to after) the July 1st meeting was adjourned the Board "had scheduled a Special Called meeting for the 15th so you (the board) could come back and complete the rest of the business that was on the agenda for July 1st." Upon review of the minutes a Special Called meeting was never discussed . The Chair had tried to recess the meeting but Rebecca Daly voter liaison reminded her the meeting needed to be adjourned so the minutes could be recorded and approved in order for the Registrar to be able to receive the Oath of Office allowing him to act as Registrar. Secretary had followed the example of what the former Secretary of the Board had done when meetings were adjourned and continued. Robert's Rules of Order state that an Adjourned meeting is a meeting (regular or special) that adjourned without completing its agenda or order of business. Once again misleading information is given to the Board by Registrar that has to be researched and corrected.

>Registrars report;

1) Sunday voting was discussed. Secretary made motion that there be no Sunday voting for the November General election, motion was seconded by Chair, motion was passed without dissenting vote.

2)Officer of Election training for November General election. Registrar wants to have Officer of Election training in the room that has been used for early voting. He wants to move it from the courtroom to the waiting room. He wants to keep the voting machine locked in his office when the office is closed. He later in the meeting informed the Board that security of the voting machines is the Electoral Boards responsibility. Training will be last week of October 26th thru the 28th. His intended schedule is;

October 26th - 1 pm CAP, 5 pm Cullen/ Red House

October 27th - 10 am Bacon/ Saxe, 1 pm Phenix,  
5 pm County Seat.

October 28th - 10 am Keysville, 1 pm Drakes,  
5 pm Red Oak/ Wyliesburg

October 29th and 30th will be available for those who have missed regular training. Scheduled by appointment.

3) canvas for November election is scheduled for 12 noon on November 3rd. November 5th Electoral Board will be at Registrars office at 12 noon to pickup any ballots that may have come in after the election. Canvas will be posted as starting at 1 pm.

4) Secretary asked if there were any additions or deletions to the voters list. Registrar said there have but he hasn't updated the list yet. Secretary asked how often Registrar received the decedent list from the state. Registrar replied every month around the 15th.

5) Discussion about maintenance service contract with Atlantic Election Services (vendor for voting machines), Board decided to address contract at next months meeting allowing the Board to review the contract.

Chair asked if any fees had changed from the last contract. Registrar will check to verify no changes to prices from previous contract. Chair asked Registrar to find signed previous contract for the Board to compare.

>Public Comment;

Rebecca Daly Chair of Democratic Party of Charlotte County/ Voter Liason Democratic Party.

1) stated the need for party chairs to receive Officer of Election lists before training so additions could be made if necessary.

2)She questioned the status of the Electronic Poll Books the Board had voted to purchase from 2021 budget. Registrar informed her that the Board of Supervisors had taken the funding in the new budget that took effect in July. Mrs Daly reminded the Board that the Supervisors had removed the funding because they could not get an accurate cost from the Registrar for the poll books. She suggested the issue be revisited with the Board of Supervisors.

3)computer for Secretary - Mrs Daly reminded the board that in the February meeting the board approved to purchase laptops for all board mem-bers, but it was not done. She said the 1,002.00 cares funding left on books from 2021 budget could have been used on purchase a computer to be devoted to use by the Secretary of the Board and could be transferred to next incoming Secretary.

4) Mrs Daly inquired why spreadsheets of the cost of the previous two elections had not been done. Emphasizing the need for spreadsheets in order for the Board to plan budgets and keep track of spending by Electoral Board and Registrar.

5) Mrs Daly reminded the Board that if two members meet to discuss or perform electoral board business minutes need to be kept of those meetings.

6) Aubrey Fane - addressed the Board concerning training of Electoral Board members, and who conducted them. He alleged that the Board was being trained by party chairs. The Secretary informed him that training is performed by the Virginia Electoral Board Association, and the Department of Elections. He discussed the need to understand Robert's Rules of Order. Secretary questioned Registrar if the Board had a version of Robert's Rules available for the board to be able to reference. Registrar said that the Board didn't have one, he was asked to inquire about the price and purchase of a copy for the board. He will email the Secretary of his findings.

>Old Business;

1)Willingness to work forms - Registrar wanted the Board to decide who they would assign to the precincts from the list of Officers of Election of the previous election. Secretary said the Board couldn't assign Officers of Election without knowing who will be willing to work in the November General election, and asked that willingness to work forms be sent out to see who is willing to serve in the November election before attempting to make assignments. Lengthy discussion about assignments followed. Chair wanted Officers of Election assigned primarily to precincts they vote at, and said she had been contacted by Officers of Election that wanted to work together. Secretary reminded the Registrar and Chair that code 24.2-115 has to be followed. Code states there shall be equal representation of the parties at the precincts having an even number of

Officers of election and vary no more than one at precincts having an odd number of Officers of election. Unaffiliated can be used but should not be more than one third of the Officers assigned for each precinct.

2) Legal counsel for Officers of election if needed - Registrar will inquire at ELECT training in Salem about this and update the Board in September. He also said training was for Registrars and staff and that the Chair would be watching the office that day. (In the past the office was closed for the day and Electoral Board members attended also.

3) Letters to precincts informing them of new law prohibiting firearms within 40 feet of polling places. Primary purpose was to make sure members of the fire departments used for polling places are aware of the new law in case they show up for a call and have firearms. There was confusion about who was supposed to send the letter in July. Registrar will send letters in August.

4) Inspection of polling places for HAVA compliance. Secretary will try to coordinate a date agreeable to all involved.

>New Business;

1)Relocation of Drakes polling place - Drakes will be moving the town office to the new firehouse in the future and the Electoral Board will need to go through the approval process with the Board of Supervisors. Registrar said Town Clerk had informed him we can still use current facility for November General election.

2)Staffing of Registrars office for November General election. Registrar said that he will only use the two assistants he currently has and WILL HAVE NO CONSULTANT for this November General election.

3)Registrar informed the Board that he will be alone in the office August 20th and 23rd. He will take the week of Labor Day off as vacation time.

4) Board discussed need to consult the Sheriff about security at polling places on Election Day. Secretary will contact Sheriff to invite him to next meeting.

No Board Comments

Meeting adjourned