

**The Charlotte County Electoral Board met Thursday October 7<sup>th</sup> at the County Administration Building at 1:00pm**

Present were; Claudette Powell – Chairman, Glenwood Foster – Secretary

> Meeting was called to order

> Prayer

> Pledge of Allegiance

> Sheriff Freeman was invited to the meeting to discuss security at the polling places.

> Approval of minutes;

> Discussioll LLP of June 22<sup>nd</sup> minutes which were signed and approved as amended by Mr Browning.

> July 15<sup>th</sup> minutes were signed and approved by Mr, Browning

> September 2<sup>nd</sup> minutes- Secretary made motion to approve the minutes, Chair seconded. Chair called for discussion. Chair said the September minutes stated that she didn't offer an amendment to the July 15<sup>th</sup> minutes when the Board had tried to approve the July minutes at the September meeting. She said she didn't offer an amendment because the Secretary said he wouldn't change the July minutes. Chair wanted Secretary to review the recording of the September meeting again to clarify what was said, but didn't specify the time in the recording that it could be found. Upon review of the September minutes the Secretary had said he was not going to change the July minutes because they accurately described what was said in the meeting and could not be changed to something that wasn't said.

> The chair brought up the issue of signing the leave sheets for the Registrar. Chair said she saw no reason why the Chairman of the Board couldn't sign the Registrars leave sheets. Historically the Secretary had been signing leave sheets before the current Secretary had that position. Leave sheets had been signed up until November 2020. December was not signed, January was signed by the Larry Clark because a Secretary was not decided on at the January 2021 meeting. After it was decided that Glenwood Foster would be Secretary no leave sheets had been signed as Mr. Foster didn't know about them, the issue had never been discussed while Mr Foster had 6 on the Board. Mr. Tooster found out about them when the financial director for the County he presented them to him around July. None had been signed since January and the Secretary had questions about the accuracy of the information on them. Secretary asked why Chair wanted to begin signing now instead of the Secretary.

> Mr Fane again st pool larted speaking during the meeting outside of the two public comment period, disrupting the order of the meeting. He disputed what determined an open meeting and when minutes should be kept for them.

> Chair informed the attendees that the Registrar would not be attending the meeting. Most of the items on the agenda were about issues with the Registrar and could not be addressed without his presence.

> Robert's rules of order- Board decided to purchase the three book package for \$35.93

> Mrs Fane interrupted the meeting inquiring if the Secretary of the Board had anyone assisting him writing the minutes. She asked if the Secretary's daughter was an elected Secretary ?? She also wanted to know how the Secretary was chosen for the Board. Secretary explained the process of how he was selected and informed her that he writes the minutes of the Board himself.

> Voters Registration Drive – chair said Registrar will have one at the Randolph Henry the last week of October. This date is past deadline for Registering for the 2021 November election

> Motion to require all purchase requests include business proposals and invoices. Discussion about process of paying invoices. Chair tabled the issue stating she thought it was not fair to the Registrar to require documentation of all bills. She wants to research what other counties do

> Discussion about invoices from Dem Tech that were overdue and submitted to the Board after the September meeting. Dem Tech is the vendor selected to purchase the new electronic poll books from. Quotes for the poll books were discussed.

> Secretary reported on VEBA meeting at Marino's in Victoria September 4<sup>th</sup>. Secretary shared that new election laws were reviewed at the meeting as well as FOIA requirements in which it was explained what determined an open meeting of the Board and when minutes should be recorded. Chair did not attend that meeting.

> Discussion about planning of the November election. Delivery of voting machines and setup of polling places

> Canvass schedule reviewed

> Assignment of Officers of Election- Board decided to have three officers of election at each precinct with two additional on standby as alternates. Officers of Election were selected and assigned in compliance with code 24.2-115. This had not been done in the past.

> PUBLIC COMMENT;

1) Rebecca Daly Chair of the Democratic Party of Charlotte County brought up the issue of purchasing the new electronic poll books and the need for the Board to decide how many to purchase so a proposal could be made to the Board of Supervisors. The Board decided to purchase 16 poll books, which will provide two for each precinct including the CAP. Motion was made by the Secretary that the Board attend the October Board of Supervisors meeting to propose the purchase and ask for funding for 16 poll books to be purchased from Dem Tech. Chair added that if the Board could not be added to the October Board of Supervisors agenda, the Board be included in the November agenda. Motion was seconded by the Chair and passed without dissenting vote.

2)Mr. Fane had questions about voting machine security. He also had more questions about what determined an open meeting and when minutes should be recorded. He also wanted the Board to have additional meetings each month to approve the agendas

> BOARD COMMENT;

1) Secretary – meetings need to follow agenda and public should not continually interrupt meetings. There are two public comment periods on the agenda one at the beginning one at the end and public comment should be restrained until then.

2) Chairman- thanked those in attendance for their support.

Motion to adjourn by Secretary seconded by Chair. Motion approved, meeting adjourned.

\_\_\_\_\_ Claudette Powell- Chairman

\_\_\_\_\_ Glenwood Foster- Secretary

