

Charlotte County Electoral Board  
Meeting Thursday, March 3, 2022  
Minutes

1PM Call to order, by temporary Chair Glenn Baker  
Members Present: Glenn Baker, Glenwood Foster, and Aubrey Fane

Prayer Mr. Baker  
Pledge of allegiance Mr. Foster

Minutes from Feb. 15 read by Aubrey Fane  
Motion to approve with corrections, Mr. Foster Second Mr. Baker, Motion  
Approved 3-0

Minutes from Feb. 21, 2022 read by Mr. Fane,  
Motion to approve with correction Mr. Foster Second Mr. Baker, Approved 3-0

Update on Saxe polling place by Aubrey Fane: The Board's request to continue using Shiloh Baptist Church for the June Democratic Primary has been approved by Shiloh Trustees. However, the Trustees also made it clear that the church is not available beyond June.

Mr. Foster Offered that Southall Church may be our best option going forward after the repairs are done. We need to know that the congregation is in for the long hall, and that we have their permission to obtain estimates for the repairs. Mr. Foster will continue working with Southall.

Mr. Baker suggested that we also look into getting permission to use the Depot in Randolph as a possible polling for Saxe. Although the manager turned us down, perhaps a letter to our state delegate might be helpful. The secretary will write the letter.

Officers of the Election Training: Chairman Baker lead a discussion on the need for OOE training. We need to look through the materials we have and find ways to enhance the training. Mr. Baker has found some materials on line at the Virginia

Dept. of Elections web site. A variety of information is at hand including standards of training, required training, a certification of training, and a performance evaluation for officers of the election.

Our training goals are to do the training between June 1<sup>st</sup>. & June 10<sup>th</sup>. 2022, consisting of a 2hr. session for each precinct individually, to include required training, a mock election using all of the equipment, frequently asked questions, etc.

Our discussion also explored the many ways students might be used in an intern program on election day to enhance the effectiveness of OOE, as well as ways we might incentivize students to take part in such a program.

Purchase of printers: Mr. Fane reported that the eight printers for the poll books have been ordered. The total cost, after a rebate for the return of the small cases (into which the printers do not fit) is \$2160.00. A copy of the written order will be filed with the minutes of this meeting.

Budget: The 2022-23 budget was completed and submitted to the BOS on time. As of now the BOS has not scheduled a work session on the budget.

Registrar's Report: Our new registrar Virginia Booth reported that the Willingness to Work letters have been sent to potential workers as of Feb. 23<sup>rd</sup>. Some have come in and one person has been sworn in. She is still at the temporary office but it is open and running. On March 1 she received her commission as Notary Public which is a requirement for her position, and she was also sworn in by Nan Collie, Clerk of the Circuit Court. The paper work has been forwarded to the Secretary. The registrar also has a new E-Mail address which comes through the county, and is secure. The Gmail address is still active but with proper notice is ready to be shut down.

With the help of Ms. Harding, the LESS Compliance, due on March 1<sup>st</sup> was completed on time and submitted. This is done in compliance with HB2178 which requires all offices to in compliance with security standards.

The moving of polling places is a priority due to the BOS requirements to hold public hearings, etc. a new polling place can be activated.

Jenni has been setup with VERIS and is now being trained by Ms. Harding. The system generates a lot of mailing which is one of the things she is working on now. March 4<sup>th</sup> there will be a Zoom meeting with ASSURE which is the company the county has hired with a grant received through the Piedmont Regional Council to bring us into compliance with the security standards. No county funds will be used. Note that VA. Code places responsibility on the EB for meeting security standards.

Public Comments: Rececca Daly Saxe VA. Made several comments on the duties and responsibilities of the board members, and suggested that we create a master calendar of duties and due dates, etc.

Board Member Comments: Mr. Foster suggested some form of compensation be provided for Ms. Harding as she has provided essential service to the county without reward, and we need to show our appreciation.

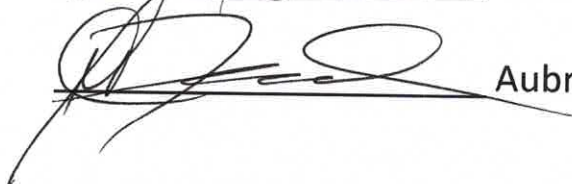
Mr. Baker commented on the program at the Homestead and the Boot Camp for newly appointed Aubrey, Jennie and Mr. Baker. Our accommodations begin on the 17<sup>th</sup>. So that we can be at the Boot Camp om Friday morning.  
No further comments

Motion to adjourn Mr. Foster, second Mr. Fane passed without objection  
@2:29PM

Next Meeting Thursday April 7, 2022 @ 1PM

 Glenn Baker, Chairman

 Glenwood Foster, Vice. Chairman

 Aubrey Fane, Secretary