

DRAFT

The meeting of the Electoral Board of Surry County, Virginia, Thursday, July 7, 2022 at noon. Lynita Mason, Chairman, Howell Godfrey, vice-Chairman, Donna Skinner, Secretary, Sharna White, Registrar, Claire Steen, Deputy Registrar, Earrett Parson, Chairman Democratic Committee and Robert F. Chandler, Chairman Republican Committee, members of the public were present.

The meeting was called to order by the Chairman at 12:04 P.M.

ADOPTION OF AGENDA: MOTION was made by Secretary Skinner to adopt the agenda. MOTION was adopted.

MOTION was made by Vice-Chairman Godfrey to add to the following to NEW BUSINESS: to discuss clarification of the Moment of Silence/Pledge of Allegiance item listed on the agenda. MOTION was adopted.

APPROVAL OF MINUTES: The minutes of the June 9, 2022 meeting were read by the Secretary. MOTION was made by Secretary Skinner to approve the June 9, 2022 minutes. The MOTION was adopted.

RESOLVED, that the minutes of the June 9, 2022 meeting are approved.

REGISTRAR'S REPORT:

+Registrar White updated the Board on the office space situation. For this election year (2022), the conference room across from the Registrar's office will be used for the CAP. Early voting will continue to be held in the Registrar's office. This is a temporary solution until such time as the County can provide the Board with a permanent solution.

+Registrar White provided the Board with an updated list of election officers who had returned their online training certification and those that were still outstanding.

+Registrar White indicated that the L & A testing for this election year (2022) will be provided by the vendor because of the election law changes made at this General Assembly session. She emphasized the importance of the Board attending the testing.

+Registrar White indicated that she was looking into purchasing electronic poll books. She and the Deputy Registrar Steen would be attending a demonstration on electronic poll books.

+Registrar White gave an update on the precinct map processing. There were no boundary line changes in the County. County numbers for Senate and House did change.

+Registrar White presented the name Jennifer Brown as a nominee for an election officer for the year 2022. MOTION was made by Secretary Skinner to appoint Jennifer Brown as an election officer for the year 2022. MOTION was adopted. **RESOLVED**, that Jennifer Brown is appointed as an election officer for the year 2022.

+Registrar White indicated that security and a chain of command procedure will be implemented for the drop boxes located at each precinct.

+Registrar White suggested that the Board adopt a "CLOSED TO THE PUBLIC" policy for the training sessions for the Officers of Election. The information discussed in the training sessions is confidential and sensitive. Disclosure of this information to someone other than one who has taken the oath of office could, potentially, pose a security risk to the integrity of the elections.

UNFINISHED BUSINESS:

+The Resolution establishing the balance of the 2022 meeting schedule for the Board was presented by Secretary Skinner. After discussion, Vice-Chairman Godfrey made a MOTION to approve the Resolution as amended. The MOTION was adopted.

+Secretary read the suggestions for training submitted by Registrar White. After discussion, the Board and Registrar White set the following training dates for the election officers (times to be determined):

SATURDAY, September 17, 2022 – CAP specific training

SATURDAY, October 15, 2022- New officer/veteran officer training

The Board unanimously agreed to move REGISTRAR EVALUATION- closed session from NEW BUSINESS to be placed after the BOARD COMMENTS.

NEW BUSINESS:

+After discussion, Secretary Skinner made a MOTION to amend the Order of Business to have the Pledge of Allegiance shown as a separate item on the Order of Business, after the Moment of Silence. MOTION ADOPTED.

CLOSED SESSION: MOTION was made by Secretary Skinner, seconded by Vice-Chairman, Godfrey, the Board voted to go into CLOSED SESSION in accordance with State Code Section 2.2-3711A1 to discuss personnel matters- Registrar Evaluation. Voting AYE: Mason, Skinner and Godfrey. MOTION was adopted.

The Board, unanimously agree to table REGISTRAR EVALUATION- closed session until July 23, 2022 at noon because of time constraints.

OPEN SESSION: CERTIFICATION: Motion was made by Secretary Skinner, seconded by Vice-Chairman, Godfrey, the Board voted to CERTIFY that only public business matters exempted from open meeting requirements under the Virginia Freedom of Information Act and only such matters as were identified in the Motion by which the closed meeting was convened, were discussed or considered: Mason- AYE, Godfrey-AYE, Skinner-AYE.

MOTION was made by Secretary Skinner to adjourn. MOTION was adopted. Meeting adjourned at 1:37 P.M.

RESPECTFULLY SUBMITTED,

Donna Skinner, Secretary

