

MINUTES: Greene County Electoral Board
January 24, 2022

The Greene County Electoral Board meeting on **January 24, 2022** was called to order by the Secretary, acting as Chair, at 2:00 p.m. at the General Registrar's office in Stanardsville Virginia.

IN ATTENDANCE:

Roberta Culbertson, Secretary
Deborah Turck, newly appointed Electoral Board member
Jennifer Lewis-Fowler, Registrar

OBSERVER:

Brian O'Regan (future Electoral Board member, after appointment is confirmed and oath taken)

ACTIONS AND DISCUSSIONS

ELECTION OF OFFICERS OF THE BOARD

The Republican party recently appointed its new member to the Board, following the end of Ellen Deane's term. The Secretary called the meeting to order and welcomed new member Debbie Turck. This created a quorum for the conduct of the meeting and the election of officers.

Turck and Culbertson duly moved, seconded, and voted that Turck will serve as Chair of the Board, Culbertson will continue as Secretary, and the third member will be Vice-Chair, once appointed and sworn in.

EFFICIENT COLLABORATION WITH GENERAL REGISTRAR

Chairman Turck requested that the Board meet with the General Registrar to discuss and set in place a proper division of labor and tasks between the Board and the General Registrar as established by law. This was duly moved, seconded, voted, and passed by Turck and Culbertson.

MONTHLY MEETINGS

Board and Registrar discussed establishing a schedule of monthly meetings. A time of the first Tuesday of every month at 3:00 p.m. was approved by the Board. Should a monthly meeting not be necessary, notice will be made to the public as provided below.

Notice of every meeting or cancellation of a meeting, including the annual calendar of all meetings, will be posted inside the Registrar's office, on the website and at the courthouse notice board.

APPOINTMENT OF OFFICERS OF ELECTION

Officers of Election will be appointed to three-year terms beginning March 1, 2022 and ending February 28, 2025. Terms of the current officers end March 1, 2022. The Board will make appointments at the February 1 meeting. Letters of appointment will be sent during February and

oaths should be taken at the office of the GR by March 1. The Board may approve other appointees as needed throughout the year.

BOARD TRAINING ON POLLBOOKS

The Registrar reported that new electronic pollbooks have been purchased. A new Virginia Election Registration System (VERIS) will also be instituted this year. Training of the Board by technicians on the new electronic pollbooks will take place in mid-to-late February. The Registrar will inform the Board of possible training dates.

PRECINCT SITES

Due to redistricting and other requirements, changes must be made to Greene County election voting precincts. Stanardsville Town will require its own voting precinct. GR suggested this be the American Legion building. It was moved, seconded and approved that the Board will review the site for ADA compliance and general usability, and if it is not acceptable, the Board will locate an alternative site. The GR pointed out that the town has been notified that it will have to pay for its own voting machines, while the GR will provide technical assistance.

The GR reported that use of the Holiday Inn for Ruckersville precinct, which had been suggested by the Registrar and staff, was denied by the Holiday Inn because no orange lines for the forty-foot campaign line or cones for the same purpose can be used. It is also likely that campaigners will not be allowed to set up past the forty-foot line.

Chairman Turck will check the *Code of Virginia* to be sure signage is required and will further discuss the issue with Holiday Inn representatives.

The Registrar also pointed out that Federal election districts as well as local districts will be changed, and that the public will need a great deal of information to manage this transition year as voters find themselves in new districts.

ELECTION DAYS

The Registrar announced that there are two election days this year: June 21 for the Primary Election and November 8 for the General Election.

Board members will be present on the day prior to each election to oversee the delivery of voting machines and required materials to precincts, on election day to oversee the election, on the day after the election to begin the canvass of the election results and a subsequent day following receipt of all mail-in ballots to conclude the canvass and certify the elections.

VOTING MACHINE CLEANING AND TESTING

ESO, approved by the Virginia Department of Elections, will complete maintenance and L&A testing on all voting machines in April. The Board moved and approved that complete maintenance and testing be performed once yearly by ESO, unless there is a need to do so again before a subsequent election in the same year. Each cleaning/maintenance costs approximately \$2,000 and each L&A testing costs approximately \$2,500.

EMERGENCY LOCATIONS

Every precinct must have an accessible and available alternative site for use in the case of emergencies. Procedures and contracts for use of such sites need to be updated. This is a responsibility of the Board. The Board moved and approved taking steps to locate, visit, and contract with new and existing sites to ensure that all sites meet ADA requirements, will be available if needed, and will be accessible for review each year. Possible sites are the new Rescue Squad building, the Firehouse for Stanardsville Town, and Grace Episcopal Church on Main Street. Other site possibilities will be explored by the Board.

UPCOMING ISSUES

Updated security reports are due to the Department of Elections in March and May.

TRAINING

Culbertson raised election officer training as a topic for consideration at a meeting closer to the first election. Overall training needs to be upgraded to reflect new laws, comply with State certification requirements, and provide training on new pollbooks, precinct information, and general support of voters and staff in a transition year.

There being no other business, and after being duly moved and seconded, the Chair adjourned the meeting at 3:46 pm.

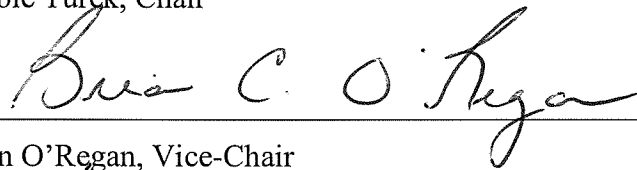
Respectfully Submitted,

Roberta Culbertson, Secretary


Approved:



Debbie Turck, Chair



Brian O'Regan, Vice-Chair



Roberta Culbertson, Secretary