

MINUTES: Greene County Electoral Board  
Tuesday, November 1, 2022

The Greene County Electoral Board meeting of **November 1, 2022**, was held at the office of the Director of Elections at 32 Stanard Street in Stanardsville, Virginia.

**Call to Order**

The meeting was called to order by the Chair, Deborah Turck, at 2:00 p.m.

IN ATTENDANCE:

Deborah Turck, Chair  
Roberta Culbertson, Secretary  
Brian O'Regan, Member

Jennifer Lewis-Fowler, Director of Elections

The meeting agenda prepared by the Director of Elections was adopted.

**Old Business**

A. Minutes of the previous meeting were reviewed and adopted.

B. Early Voting Update: The Director of Elections reported 2,033 voters have voted via early voting as of November 1, 2022. The Director's office has received 495 mail-in ballots as of the same date. Fifteen voters have utilized Same Day Registration provisional ballots.

C. The Board reported for the record that all training sessions had been completed, including two makeup sessions.

**New Business**

A. Administrative matters regarding the conduct of the November 8, 2022 election were reviewed.

1. Pages training outline was approved.
2. Checklist for managing election on November 8, 2022 was finalized.
3. Times for equipment delivery and arrangements for delivery to voting sites were finalized. Board will oversee delivery to chiefs at voting sites on afternoon of November 7, ensure chain of custody, and pick up equipment on November 9, 2022.
4. Final instructional emails for precinct chiefs were completed.
5. Officer of election evaluation form (for completion by chiefs as required by the State) was discussed and set to be finalized by Board via emails sent in accord with FOIA requirements for electronic communications.

B. Dates and times for Canvass were set: November 9, 2022; 1:00 pm, and Monday, November 14, 2022 at 2:00 pm.

**Director's (Registrar's) Report**

Testing and final loading of pollbooks using information provided by VERIS will be completed on Sunday, November 6, 2022.

CAP will be conducted on November 8 and November 14 in accordance with final dates for receipt of mail-in ballots and Same Day Registration verifications.

**Closed Meeting**

The Chair requested a motion to enter a closed meeting at 3:30 pm in accordance with **Code of Virginia** FOIA statute 2.2-3711: "Closed meetings authorized for certain limited purposes." The purposes of this closed session were:

To discuss a personnel matter exempted from FOIA requirements by Code of Virginia 2.2-3705.1.1: **"Exclusion to application of chapter; exclusions of general application to public bodies...1. Personnel information concerning identifiable individuals..."**

In addition, the Chair requested that the Board enter a closed meeting: "To discuss matters related to: "Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel..." as authorized in Virginia FOIA statute 2.2-3711 Section A paragraph 8.

The motion was seconded by Brian O'Regan and approved by voice vote.

The Chair moved to re-open the meeting and the Board agreed by voice vote at 4:30 pm.

**Open Meeting**

Returning to the open meeting at 4:30 pm, the Chair asked for certification by individual voice vote that only matters named as the purpose of the meeting were discussed during the closed meeting. All Board members certified the content of the meeting.

The Board voted, due to extenuating circumstances, to offer an officer of election a shift to assist with closing machines and counting ballots beginning no later than 6:00 pm, as allowed by the Code of Virginia 24.2-1115.1 The Board stipulated that this was a one-time decision and should not be construed as setting any policy or precedent for other than full day shifts at this time (5:00 am to completion of precinct duties).

No action was taken on the pending legal matter.


There being no other business, the meeting was adjourned at 4:40 pm.

Respectfully Submitted,

Roberta Culbertson, Secretary

Approved:

  
Debbie Turck, Chair

  
Roberta Culbertson, Secretary

  
Brian O'Regan, Vice-Chair