

## **Madison County Electoral Board**

### **Minutes of the Madison County Electoral Board (EB) Meeting 6 September 2022 at 1:00 p.m.**

**County Admin Building Conference Room, 414 N. Main St., Madison, VA**

- **Call to Order:** Chair Leri Thomas, called the meeting to order at 1:01 p.m.
- **Attendees:** Chair, Leri Thomas; Vice-Chair, Jim Smith; Secretary, Annette Hyde; Madison County Registrar, Lauren Eanes; Observer, Larry Christensen
- **Change/Approve Agenda for 6 September, 2022 Meeting**
  - Ms. Eanes suggested moving the item “Modify/Discuss/Finalize Election Official (EO) Precinct Assignments For 11/8 General Election” to Closed Session because personnel matters would be discussed.
  - Mr. Smith made the motion to accept the modified agenda, and Ms. Hyde seconded. The modified Agenda was approved.
- **Approve and Sign Minutes from 25 August 2022 EB Meeting**
  - The Minutes were approved and signed by Ms. Hyde.
- **Discuss and Approve Polling Place Leases**
  - While preparing for an audit by the Finance Department, Ms. Eanes said she discovered the Registrar’s old address on Thrift Rd. was on the polling place leases. After reviewing a copy of the revised lease with the new address on Main St. added, Ms. Thomas and Mr. Smith suggested other changes needed to be made. A motion to table the discussion until the next meeting was made by Ms. Hyde and seconded by Mr. Smith. All approved.
- **Discuss Information from 31 August 2022 State Board of Elections (SBE) Webinar**
  - Ms. Eanes said that the webinar was primarily for people who have access to VERIS. It concentrated on what registrars would do with the information from Same Day Registration (SDR). For instance, if someone comes to the Registrar’s Office after 18 October through 5 November for SDR, they fill out a voter registration form. It will be keyed into the system and will have to be coded as an absentee voter before Election Day. They would be processed as a new registrant and then an absentee application would be created. The absentee application would be given to the voter, they would vote and then a provisional voter history would be created.
- **Finalize Canvass Dates and Times For 11/8 General Election**

- The canvass dates and times will be Wednesday, 9 November 2022 at 12:00 p.m. and Monday, 14 November 2022 at 1 p.m.
- **Approval of New EO**
  - The motion to approve Larry Christensen and Fay Utz as EO was made by Mr. Smith and seconded by Ms. Thomas. All approved.
- **Discuss/Finalize Teaching Assignments For the October EO Trainings**
  - Ms. Thomas will talk about election security and other new laws that went into effect 1 July 2022. Ms. Eanes will talk about SDR. Mr. Smith and Ms. Hyde will handle two stations that EO can practice setting up and taking down equipment.
- **Motion and Vote To Go Into Closed Meeting** to discuss personnel and security matters as provided in the Code of Virginia 2.2-3711, Subsection A.
- **Closed Meeting**
- **Reconvene in Open Meeting under Code of Virginia 2.2 - 3712, Subsection D.**
- **Roll Call to Certify Contents of Closed Meeting**
  - Ms. Hyde certified
  - Mr. Smith certified
  - Ms. Thomas certified
- **Public Comments**
  - No public comments
- **Motion and Vote To Accept And Finalize EO Precinct Assignments For 8 November Election**
  - Mr. Smith made the motion, Ms. Hyde seconded and all approved.
- **Motion and Vote To Approve Registrar's Suggestion On Ballots**
  - Ms. Hyde made the motion, Ms. Thomas seconded and all approved.
- **Motion to Adjourn**
  - Mr. Smith made the motion, Ms. Hyde seconded and all approved. The meeting was adjourned by Ms. Thomas at 3:33 p.m.
- The next EB meeting will be Monday, September 19 at 3:00 p.m.

