

## **Madison County Electoral Board**

### **Minutes of the Madison County Electoral Board (EB) Meeting**

**20 October 2022 at 2:00 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 2:01 p.m.
- **Attendees:** Chair, Leri Thomas; Vice-Chair, Jim Smith; Secretary, Annette Hyde; Madison County Registrar, Lauren Eanes
- **Change/Approve Agenda for 20 October 2022 Meeting**
  - Ms. Hyde made the motion to accept the Agenda, and Ms. Thomas seconded. The Agenda was approved.
- **Approve and Sign Minutes from 13 October 2022 EB Meeting**
  - The Minutes were approved by email and signed by Ms. Hyde.
- **Discussion of Possible Fees For A Second Printing of Ballots, If Needed. Finalize the Ordering of Ballots for 8 November 2022 Election**
  - Ms. Eanes said the printer charges a press setup fee of \$175 each time ballots are printed. The Board decided to order 5,000 ballots as approved at the 13 October 2022 EB meeting.
- **Discussion of EB Canvass Training and Key Procedures Webinar From Earlier on 20 October 2022**
  - The Party Chairs will need to issue three separate letters - one to poll observers at the precincts, one to each party representative who attends the canvass, and one to each party representative who attends the provisional ballot meeting.
- **Coordination and Final Arrangements for Election Officer (EO) Training on 24 October and 25 October 2022**
  - Ms. Hyde will welcome the EOs, discuss their important tasks, compensation, general housekeeping and the sample ballot.
  - Mr. Smith will discuss the law changes effective 1 July 2022
  - Ms. Eanes will discuss Same Day Registration
  - Ms. Thomas will discuss the Election Day guide and timeline when the polls are opened, the Election Chiefs' checklist, acceptable voter IDs, troubleshooting the check-in procedure, accessibility in the voting process and emergency procedures.

- All EB members and Ms. Eanes will man the equipment stations for hands-on training.
- **Public Comments**
  - There were no public comments.
- **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, Paragraphs 1 and 34.**
  - Mr. Smith made a motion to convene in closed session pursuant to Virginia Code Sections:
  - 2.2-3711(A)(1) Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body and
  - 2.2-3711(A)(34) Discussion or consideration by the State Board of Elections or local electoral boards of voting security matters made confidential pursuant to § [24.2-410.2](#) or [24.2-625.1](#).
  - Ms. Thomas seconded and all approved.
- **Closed Meeting**
- **Reconvene in Open Meeting under Code of Virginia 2.2 - 3712, Subsection D.**
  - Ms. Thomas made the motion, Mr. Smith seconded and all approved.
- **Roll Call to Certify Contents of Closed Meeting under Code of Virginia 2.2-3711, Subsection A, Paragraphs 1 and 34**
  - Mr. Smith made a motion to certify by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Sections 2.2-3711(A)(1) and (34) that only those items identified in the motion to convene in closed session were heard, discussed, or considered in the closed meeting,
  - Ms. Thomas seconded and all approved.
  - Ms. Thomas certified
  - Mr. Smith certified
  - Ms. Hyde certified
- **Motion and Vote To Accept Items Discussed in Closed Meeting**
  - Ms. Thomas made the motion that the Registrar will send letters to the Party Chairs concerning Unaffiliated EOs 10 days prior to the Election. Mr. Smith seconded and all approved.

- Ms. Thomas made the motion that one poll worker be excused for medical reasons on Election Day. Mr. Smith seconded and all approved.
- Ms. Thomas made the motion that the Registrar will attempt to contact Hart and preserve certain pieces of equipment if they are removed and replaced and attempt to retain forensic imaging of the scanners in the future. Mr. Smith 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 3:57 p.m.
- **Procedures To Go Into and Out Of Closed Session and Code of Virginia 2.2-3711 and Code of Virginia 2.2-3712 Included As Attachments**