

The County of New Kent Electoral Board met on Monday, July 18, 2016 in the Office of the General Registrar in New Kent. Chairman Moss called the meeting to order at 6:05 p.m. with all members present along with the Registrar's Office staff, Karen Bartlett, General Registrar and P. Simone Thornton, Chief Assistant Registrar.

CONSIDERATION OF MINUTES: Minutes of the Board's April 11, 2016 meeting, having been sent to the Board members for their review were approved and signed. Motion was carried, members were polled.

Kenneth C. Moore, Jr.	Present
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

DISCUSSIONS- ELECTRONIC POLL BOOK TRAININGS: Mr. Moss briefly discussed the Training that was held on May 24, 2016, to introduce the Electronic Poll books to the officers of Election. Approximately 40 people showed up to see how we would be moving forward in this County. Other training will begin after the Staff members and the Electoral Board members along with a few selected officers, including David Maloney, Richard Fisk, who has worked in other localities on the EPBs, and Greg Darrisaw, who has computer experience and the machine Technician, Kelly Lowe will be included in the first training that we will have with the specialist from Dem-tech, Michael Brown. Mr. Moss wanted the minutes to reflect that Mr. David Maloney would be asked to be considered a part-time employee similar to Ms. Lowe's position but dealing with the EPB only. Ms. Lowe is still with the Voting equipment only as Mr. Brandon. Mr. Maloney would be on-call on Election Day to go around to precincts that may have an issue with the Lap Tops on Election Day. This would be after we are all trained by Mr. Michael Brown. Bartlett will contact him, Mr. Brown, tomorrow to get a price quote on how much it will cost from him to come to Virginia to train our staff. Also the possibility of purchasing 6 additional "Lenovo Think Pads (Lap Tops) just like the ones that were given to us last July from ELECT. Ms. Bartlett will check on that as well to get a price quote. Motion was made and members were polled.

Kenneth C. Moore, Jr.	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

DEPARTMENT OF ELECTIONS (ELECT) REVIEW – BUDGET REVIEW: Ms. Bartlett told the Board that starting July 1, 2016, that the Electoral Board members meeting minutes will be posted on

the County website. The Code of Va. § 24.2-107 as amended by SB89 now includes the requirement that Electoral Board minutes be posted on an official electoral board or locality website as soon as possible but no later than one week prior to the following meeting of the electoral board. Mr. Moss also stated that in this year's FY Budget he request an additional \$500.00 for incentive awards for the officers of Election. He has been considering a lapel type pin that can have additional dates added on as an officer works an election to add the year of the next election to the pin. He has been in contact with a possible vendor. No word yet on that.

**ELECTORAL BOARD MEMBERS:** Mr. William Jeffries submitted a letter to the Honorable Judge Bonderant to step down as the New Kent Electoral Board Secretary due to other obligations that had come up. The Judge appointed former Board member, Mr. Kenneth C. Moore, Jr. Welcome back to Mr. Moore.

**APPOINTMENT OF NEW OFFICERS OF ELECTION:** A list of 16 additional names were appointed. A new appointment letter will be revised to inform "New Officers", that they will be given 30 days to respond to the appointment and failure to do so will result in their right to serve now or in the future of them being appointed. Example – The Arrington's. The list has been attached to and will be made a part of these minutes. Motion was made and carried to appoint the 16 names.

Kenneth C. Moore, Jr.	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

**OTHER CONCERNS FROM REGISTRAR/MEMBERS:** Ms. Bartlett informed the Board that "New Law Books would be in this week according to ELECT. Preventive Maintenance Testing will be next week. PrintElect will be here on either late Tuesday afternoon and or all day on Wednesday, July 26 and 27, 2016 New Chairman for the Democratic Party's name has been given to the office as Ms. Christine Williams. New Virginia Voter Applications are being used now but are very non friendly to ALL Registrars. The forms now have to be folded as well as cut to the size to fit in file drawers. Elect suggested to order 100% plus ballots for the upcoming November Election. Two Candidates filed their July 15, 2016 Campaign Finance Expenditure Reports LATE. Penalty fine was given out to both. Reimbursement from the March 1, 2016 Dual Primary was given back to localities of 65% of what they spent. We received in New Kent County \$15,001. Mr. Moss go to the County Administrator to ask for the usage of the Large Conference Room for the 45 day period for Absentee Voting leading up to Election Day as well as additional funding to pay officers of Election or Volunteers to work and be trained to assist the Registrar's staff in conducting a smooth absentee process. A new full time

asst. registrar will need to be hired now that the population is over 20,400 people in the County. Also there may be a change in the Restoration of Rights process coming forth next week after the Supreme Court ruling.

CLOSED SESSION: Mr. Moore moved to go into Closed Session pursuant to Section 2.2-3711A.1 in order to discuss the Annual General Registrar’s Performance Review in accordance with Section 24.2-109.1 of the Code of Virginia. The members were polled:

Kenneth C. Moore, Jr.	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

The motion carried. The Electoral Board went into closed session.

Mr. Moore moved to return to open session. The members were polled:

Kenneth C. Moore, Jr.	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

The motion carried.

Mr. Moss made the following certification:

Whereas, the New Kent County Electoral Board has convened in a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia requires a certification by the Board that such closed session was conducted in conformity with Virginia law;

Now there be it resolved that the Board hereby certifies that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open session requirements by Virginia law were discussed in closed session to which this certification resolution applies and (ii) only such business matters as were identified in the motion convening the closed session were heard, discussed or considered by the Board.

**The Chairman inquired whether there was any member who believed that there was a departure from the motion. Hearing none, the members were polled on the certification:**

Kenneth C. Moore, Jr.	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

OTHER MEETING DATES: Monday, July 25, 2016. To continue closed session.

RECESSED: Mr. Winson made a motion to recess the meeting at 8:20 p.m. Mr. Moore. seconded.

Members were polled.

Kenneth C. Moore, Jr.	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

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Secretary

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Chairman

July 25, 2016

Date Prepared

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Vice-Chairman

Appointed after Feb. 1, 2016

1. David Scott Ellis	0502
2. Diana T. Smith	0502
3. Tracey R. Frye	0103
4. Martha M. Martin	0103
5. Kathryn Vaughan Traylor	0201
6. Donna M Starkey	0202
7. Janet J. Minor	0302
8. Sandra L Eatmon	0401
9. Jerene M Beyer	0401
10. Donte M Lewis	0403
11. Christina Luntzer	0501
12. Barbara A. Gilroy	0502
13. Virginia M Birstler	0502
14. Monica N. Manley	Henrico
15. Keturah Fountaine	Henrico
16. Kelan'te Fountaine	Henrico