

The County of New Kent Electoral Board met on Friday, September 22, 2017 in the office of the General Registrar in New Kent. Chairman Moss called the meeting to order at 4:00 p.m. with all members present. Mr. Moss welcomed Mr. William Jeffries' back to the Board to complete Mr. Moore's term until 2019 as the Secretary of the Board. Also included in the meeting was the Registrar and Staff.

CONSIDERATION OF MINUTES: Minutes of the Boards previous meetings, having been sent to the Board members for review were approved and signed. Motion was carried and members were polled.

William M. Jeffries	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

DISCUSSION OF FY17/18 BUDGET: Mr. Moss informed the Board members that Ms. Bartlett had received an email from the Finance Director, Mary Altemus that we are asked to attend the Board of Supervisors' work session on next Wednesday September 27, 2017 at 9:00 am. Ms. Bartlett and Mr. Moss will attend. Also Ms. Bartlett had sent to each of the Board members the C.I.P. Budget that is to be discussed and turned over to Finance by October 16. This is all in accordance to the Board being more active in the Budget approvals in the future. The Electoral Board will continue the meeting on the C.I.P. budget on next Thursday, September 28, 2017 to submit to Finance.

DESIGNATION OF OFFICERS FOR THE NOVEMBER GENERAL ELECTION: The members reviewed names that had worked before and put them in prospective precincts where they had worked last election. Chiefs and Assistant Chiefs were designated also. That list will be attached hereto and made a part of these minutes. There were several names that were given to the Board to appoint as new officers. There are other names that will be appointed at the next meeting. The 11 names that were given at this meeting are as follows: (0103) – Gloria E. Christian, Elaine M. Meredith; (0301) – Eileen K. Maloney, Eva R. Marcus; (0302) Donna M. Adkins, Warren C. Littles; (0401) Christopher C. Haynes, Kathleen T. Haynes. Laura A. Horsey; (0501) Sonya C. Hodges, Gail L. Joyner. Other names will be added at the next meeting. There was an over whelming response due to the Governor's message to All State Employees as well. The members were polled: Mr. Winson made the motion to accept these names with intent to receive the other names and except those on next Thursday. Mr. Jeffries seconded.

William M. Jeffries	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

Mr. Winson asked if in the future the names could be printed up by the way the officers worked the year before. If they worked their name would be closer to the top of the list compared to if they have never worked an election at all. Members were polled:

William M. Jeffries	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

TRAINING MEETING TIME AND LOCATION: The training meeting will be on Tuesday, October 17, 2017 with a rain date of Wednesday October 18, 2017. The Board agreed that 7 to 8 officers would be needed at each precinct. The 8 would be needed at Southern Branch, Quinton, and Providence Forge precincts. The training this year will be at the new Kent County Middle School Cafeteria at 6:30 p.m. The room will be reserved from 6:00 p.m. – 9:00 p.m. Mr. Moss will be in contact with the school to arrange this. Kim Turner put him in contact with the proper person. Question was asked why we did not go back to the Mt. Calvary Church. There was a brief discussion. A concern was made by Mr. Moss was that we stopped paying the facilities additional monies when we would ask to use a place for a meeting. The Registrar explained to the Board that in the 10 years she has been in New Kent County we had never paid a facility to use the space just for a meeting. We pay each of our polling places not owned by the County \$150.00 rental to use on Election Day. Since she has been here we have never paid any more than that Mr. Winson asked if there was a bill or receipt that we get from each place. She then explained that for each election we ask the polling places to sign a rental agreement asking that they agree to the rental amount of \$150.00, or less to use each facility on Election Day. The responsible person would then sign the agreement with the filled in amount of their choice and return it to our office. Mr. Winson said that if they require more money for the training meeting then another bill should be submitted to the Board stating that amount. Motion was made and the members were polled. Mr. Winson made the motion and Mr. Jeffries seconded.

William M. Jeffries	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

Each year \$2600.00 for Lease / Rental of Buildings is budgeted. County properties do not charge rental. We feel that the school would be better this time due to the increase amount of officers. We will ask the County Administrator to use their P.A. system again this year at the school. Ms. Bartlett told the Board that the 40 feet signs had been ordered and are here. Mr. Moss also requested 10 additional surge protectors, 4 extension cords, 1 Providence Forge Sign (Polling Place marker) and 12 additional orange cones that may not be ordered this year. (We may get them from another department this years).

NEXT MEETING DATE: The next Board meeting will be on Thursday, September 28, 2017 at 4:00pm to discuss the CIP Budget and confirm all of the additional Officers of Election to appoint for this November’s General Election. Mr. Moss stated that the Electoral Board is all one team and need to be involved with each officer’s duty whether it is voting equipment signing letters or postings in regards to Election Day.

Mr. Jeffries also mentioned that he was glad to be back again and look forward to fulfilling the position until the end of February 2019.

ADJOURNMENT: Mr. Winson moved to adjourn the meeting at 5:30 p.m. The members were polled: Mr. Jeffries seconded.

William M. Jeffries	Aye
Charles E. Moss, Sr.	Aye
George B. Winson	Aye

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Secretary

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Chairman

September 25, 2017  
Date Prepared

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Vice-Chairman