

The County of New Kent Electoral Board met on Friday, February 4, 2022, via Conference call. Web-ex set up by the Registrar, in New Kent. Chairman Moss called the meeting to order at 3:33 p.m. Those asked to attend this call meeting were the following: Chairman Charles Moss, Sr., Secretary George Winson, Vice Chairman Tom Miller, General Registrar / Director of Elections, Karen Bartlett and Chief Assistant Registrar, Simone Thornton.

CONSIDERATION OF MINUTES: Due to the High level of the virus in New Kent County, the minutes from the, previous meeting has been sent and after reviewed and approved are will be posted on the county website.

APPOINTMENT OF ELECTION OFFICER FOR 2022: Pursuant to §24.2-115 of the VA Election Law, Officers of Elections should be appointed by the Electoral Board members the First full week of February. The Chairman asked each Board member if they had been sent a list of the officers, for this year's appointment. All responded, yes. The list was provided to the Electoral Board with some discussion by Board members. It was agreed by the Board to reappoint all of the Officers that were qualified and to work on getting the others that need to go through Human Resources to qualify (meaning completion of proper paper work). Chairman Moss asked that a motion be made; Motion was made by Vice Chairman Miller, and seconded by Secretary Winson; members were polled:

George B. Winson	Aye
Charles E. Moss, Sr.	Aye
Thomas A. Miller	Aye

The Registrar added that approximately one hundred thirty-one letters have been prepared to go out on Monday along with any paper employment applications, for the officers that need that. There are only a few of those that were new to the Election in November of 2021. There may be only two that have not been paid for 2020 and 2021. The list had one person's name on it in Eltham Precinct that had recently deceased that will be removed from the list The list will be attached to and will be made a part of these minutes. Chairman asked for a motion to be made: Vice Chair, Tom Miller made the motion; Secretary Winson seconded. The members were polled.

George B. Winson	Aye
Charles E. Moss, Sr.	Aye

Thomas A. Miller Aye

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Vice Chairman, Miller informed the other members that he would be attending the VEBA Boot Camp on Saturday, February. 5, 2022 from 9:00 to 3:00 and will include lunch. The location will be the Community Services Center, 17202 Richmond Turnpike, Milford VA 22514. This is for New Board members with the (VEBA) - Virginia Electoral Board Association. He also mentioned that he had received some old past files from former members of the Board; Larry Reynolds and William Jeffries for his record keeping.

CLOSED SESSION: Secretary Winson moved to go into Closed Session pursuant to Section 2.2-3711A.1 in order to let the General Registrar announce her scheduled plan of retirement with letter to follow. The members were polled:

George B Winson. Aye
Charles E. Moss, Sr. Aye
William Thomas A. Miller Aye

The motion carried. The Electoral Board went into closed session with the Registrar in attendance.

Secretary Winson moved to return to open session. The members were polled:

George B. Winson Aye
Charles E. Moss, Sr. Aye
William Thomas A. Miller 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:

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George B. Winson	Aye
Charles E. Moss, Sr.	Aye
Thomas A. Miller	Aye

The Registrar let the Board member know that Catrinia Barneycastle had been interviewed and hired to take Clara Christopher's place as part-time Assistant Registrar and Frances C. Gardner had both began working in the office this week. Frances had not been in the office since the November 2020 Election. Considering Redistricting was now getting ready to take place this year, the Registrar was trying to get some things in place before she retires at the end of March.

The registrar also asked the members before they adjourned from this meeting if they had a date set for their next meeting and they said that they will probably call a meeting in the coming week to discuss but did not have a date in mind at the time and will probably call to advise. She also reminded the Board members that in the FY23 January Budget meeting that the County had said that they would be able to purchase two new DS200 machines for future back-up equipment. Once she double checked with Finance on funds, they thought they had to help with the purchase. She also asked if they had a date and time in mind for their annual Re-organization meeting scheduled for the first week of March, that too will be determined at a later time.

ADJOURNMENT: Chairman Moss moved to adjourn the meetings at 4:10 p.m. Vice Chairman Miller made a motion and Secretary Winson seconded the motion. Members were polled.

George B. Winson	Aye
Charles E. Moss, Sr.	Aye
Thomas A. Miller	Aye

Secretary

Chairman

Date Prepared:

February 15, 2022

Vice-Chairman