




## DRAFT Minutes Pittsylvania County Electoral Board



April 13, 2023

The Pittsylvania County Electoral Board met on Thursday, April 13, 2023 at 10:00 AM. The meeting was held at the Electoral Board Office, 18 Depot Street, Chatham, VA 24531.

Members present: Arlene Burkhardt, Lester Terry and David Law.

The meeting was called to order by Lester Terry at 10:10 AM. The agenda was approved. David made a motion to approve the minutes of the meetings in February and Arlene Burkhardt seconded the motion.

Board Member Remarks: David made a request that Arlene and himself receive a state election board code book.

Tunstall #106 approval for the precinct to be moved to the Mt. Herman Fire & Rescue is being considered. By the end of next week, we should know whether the Fire Dept. has approved the move. With us having several precincts in fire departments, the addition of cones are needed to guard the fire truck entrances from voters blocking. Kelly will purchase these for the next election. After all the approvals from various offices through the state level, voters will be notified of the changes. Ad will be published in the Chatham paper.

Various changes were added to several precincts. To date, there is no primary so concentration will be made on getting everything ready for the fall election.

Kelly updated us on the progress made for construction on the Registrar's office. She is hoping for a quote by the end of the week. The building has needed upgrades for an accessible handicap entrance.

David made a motion to go into a closed session. It was seconded by Arlene Burkhardt. The electoral board and Kelly Keesee went over the LESS remediation plan, the internship program for the summer, and the potential of a IT cyber security specialist for a period of 2 months this summer. A motion was made by Lester Terry and seconded by Arlene Burkhardt to return to open session.

Additional information from the meeting: Kelly discussed the locations of the cameras in the building,

The liaison for the state board of elections is Viki Mainwaring-email [Victoria.Mainwaring@elections.virginia.gov](mailto:Victoria.Mainwaring@elections.virginia.gov). (804)593-2274.

The need for a doorbell and has been requested through Public works.

The asphalt on the side of the building was removed.

There will be a one day training for electoral board members as well as registrars on July 20<sup>th</sup> in Richmond. Kelly will follow up with more information.

The next meeting was set for May 11, 2023 at 10:00 AM.

With no further business the meeting adjourned 11:25 AM

Respectfully submitted,

Arlene D. Burkhardt  
Secretary/Pittsylvania County Electoral Board