



VOTER REGISTRATION & ELECTIONS DEPARTMENT ELECTORAL BOARD MEETING

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Minutes of the April 8, 2024

Members present: Arlene-Secretary; David-Vice Chair; Anita-Chair

The Electoral Board meeting was called to order by the chair at 3:30 PM.

Vice Chair David made a motion for the approval of the agenda. Chair Anita asked to add a Chair's report to the agenda. There was no action for her addition to the agenda. The motion was made by Chair Anita, and no one seconded the motion. Secretary Arlene voted against Chair Anita's motion. After discussion, Secretary Arlene made a motion that the approval of the agenda as stated for the April 8, 2024, meeting be approved. Chair Anita made a motion that the agenda that was stated on April 8, 2024, meeting would be followed with the addition of the Chair's report. There was no second to the motion. Chair Anita said she would proceed with the agenda with her report added.

Secretary Arlene read the code of conduct.

Chair Anita called for public comments. Kathy Ramsey was the only speaker.

Secretary Arlene read the minutes of the meeting on March 6, 2024. Chair Anita made a motion to correct the minutes with the following corrections, change of the code, change of the date abstracts were signed and the addition of her report. Chair Anita proceeded with her report about the absentee ballots, inadequate coverage at the polling places, and the corrections on the abstracts. Chair David commented on the issue of the abstracts due to what came from the Department of Elections. Chair Anita said she still did not understand. Chair Anita called for the vote on the minutes with her report added and the corrections of the codes changed. The motion was denied. Vice Chair David-opposed Secretary Arlene-opposed. Vice Chair David made a motion to approve the minutes with the corrections of the code per §24.2-653. Secretary Arlene seconded the motion. Chair Anita-opposed. Vice Chair David and Secretary Arlene-yes

General Registrar Shani updated the Electoral Board with the presidential primary, June 18th primary preparations, mailers for training for Election Officers along with the training, update for the chief books along with a checklist, revamping of the website, the City of Danville along with the chamber in which Shani will be presenting on how to run for public office, voting will return to the previous location in the building, security upgrades on the building, construction being completed on the building, fiscal year budget which would include upgrading the DS200 (approximately ½ after the first of the year and the remainder for the next fiscal year), Juneteenth Holiday, absentee ballots and the process, abstracts, precinct locations, and the



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staffing needs for each precinct for the primary in June. General Registrar Shani thanked everyone who helped with the election process.

Vice Chair David made a motion that the canvass for the June election would be on June 20, 2024, at 9:00 AM. The motion was seconded by Secretary Arlene. The motion was unanimously approved. June 19th is a Holiday for the county and will be observed by the Electoral Board.

Vice Chair David wanted it on record that the Electoral Board will not be responsible for the doorway remaining in the front of the building. Even though it is for employees only, the hazard of someone falling there remains. GR Shani said signage would be posted.

The board went in to closed session per Virginia Code §2.2-3711 and Virginia Code §24.2-410.2 for the purpose of reviewing Locality Election Security Standards (LESS). Chair Anita Chair moved we go into the closed session. Secretary Arlene seconded the motion. The motion was unanimously approved. The board reconvened the open meeting at 6:15 PM to certify the closed session per Virginia Code §2.2-3712. A roll call vote was taken to certify that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Roll call vote: Vice Chair David-yes Chair Anita-yes Secretary Arlene-yes.

Vice Chair David a motion to adjourn the meeting. Secretary Arlene seconded the motion. The motion carried.

This concluded the business of the board.

Respectfully submitted:

Arlene "Tinker" Burkhardt/Secretary
Pittsylvania County Electoral Board