

FINAL MINUTES

FREDERICK COUNTY ELECTORAL BOARD

February 6, 2018

The Frederick County Electoral Board met on Tuesday, February 6, 2018. Present were Chairman Richard Venskoske, Vice-Chair Marie Straub, Machine Technician Jim Ott, Registrar Rick Miller and Deputy Registrar Diane Lockhart. Newly appointed Electoral Board Member Thomas Reed was absent.

The Chairman called the meeting to order at 5:30 pm.

The Electoral Board had to appoint an Acting Secretary as that Electoral Board position is currently vacant. Upon motion by Chairman Rich Venskoske, seconded by Vice Secretary Marie Straub, Marie Straub was appointed Acting Secretary. Motion carried 2 – 0. Vice Chair Marie Straub made a motion to adopt the agenda, seconded by Chairman Rich Venskoske and approved 2 – 0. Motion to approve the November 16, 2017 Electoral Board minutes was made by Marie Straub, seconded by Rich Venskoske and approved 2 – 0.

The Electoral Board appointed all the Officers of Election for 2018 – 214 Officers, for a term of 3 years from March 1, 2018 through February 28, 2021. This motion was made by the Vice Chair, seconded by the Chairman and approved 2 – 0.

There were no updates about the June 12, 2018 possible Democratic or Republican Primaries. The Virginia Department of Elections will notify all localities if Primaries have been called by Friday, March 2, 2018.

Under Registrar Business the following topics were presented and discussed:

Handed out and discussed the 2018 Election Calendar to the Electoral Board, Machine Tech and Deputy Registrar.

Handed out and discussed the November 7, 2017 Election expenses and the November 7, 2017 Recount expenses.

Handed out and discussed the current 2018 General Assembly election legislation summary of bills killed and bills alive.

Handed out copies of the Draft 2018 Security Plan for review. The plan will be reviewed, and final approval made at the next Electoral Board meeting in March 2018.

No word from County Administration about the Electoral Board/General Registrar budgets for 2018 – 2019.

Registrar reported that the County Administration has funds in the 2018 – 2019 County budget to act on the Electoral Board request for the additional room for the new voting equipment. There are no other details now.

No update on the November 6, 2018 Elections. The only local races are in the Towns of Middletown and Stephens City. No candidates have filed as of this date.

Gave an update on the new Weldon-Cooper population estimates for Frederick County through July 1, 2017. Frederick County population has increased 9.6 % from the 2010 Census, making our locality the 6th highest county in population percentage increase and the 14th overall in population percentage increase in the Commonwealth.

Presented the costs of attending the Virginia Electoral Board annual meeting at The Homestead in March, which none of the Electoral Board will attend.

Talked about the methods being used to recruit more officers of election – our website, county cable channel, local newspaper community bulletin board and local chamber of commerce email newsletter.

Our new Demtech contract for our laptop software for all of 2018 has been reviewed by the county attorney, signed and sent to the county finance department for payment.

The Deputy Registrar explained to the Board some of the issues our office has been having with the State voter registration system.

The Registrar will email all Electoral Board members the latest version of FOIA and the Conflict of Interest Act soon.

The next Electoral Board meeting will be held on Tuesday, March 6, 2018 at 5:30 p.m. in the Voter Registrar's Office for required annual Electoral Board reorganization and other business.


No further business was presented to the Board.

Being no further business, a motion was made by the Vice Chair, seconded by the Chairman that the meeting be adjourned. Motion passed 2 - 0. The meeting adjourned at 6:46 pm.



Marie Straub
Acting Secretary

APPROVED:  Chairman

 Vice Chair

DATE: 3/6/18