

*Frederick County Electoral Board*

Administration Building  
107 North Kent Street  
Winchester, VA 22601

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AGENDA

Monday, July 16, 2018

5:30 p.m.

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1. Call to Order
2. Adopt Agenda
3. Approve Minutes of 6/13/2018 and 6/15/2018
4. Review of Democratic Party and Republican Party Primaries held on Tuesday, June 12, 2018
5. Planning for November 6, 2018 General & Special Elections
  - (1) Number of Officers of Election needed
  - (2) Number of Paper Ballots to Order for Absentee Voting
  - (3) Number of Paper Ballots to Order for Precincts
  - (4) Training Assignments
    - Chairman – Introductions, Voting machines and EPBs
    - Vice Chairman – SORs and Envelopes
    - Secretary – Voter Sensitivity
    - Registrar – Qualifying Voters, SORs, Envelopes and Closing
    - Machine Technician – Voting Machines and EPBs
  - (5) Training date, time and place for regular Officer of Election Training – Saturday, October 27, 2018, with AM and PM Sessions in Frederick County BOS Room
  - (6) Training date, time and place for Central Absentee Precinct Officers of Election – Saturday, November 3, 2018, 10:00 am in Frederick County BOS Room
6. Internal run through training session – date, time and place - ?
7. Delivery of voting machines, packing precinct bags and set up for EPBs
8. Election Day Schedule

9. November Election Review - date and time -?
10. General Registrar annual review (Closed Session)
11. Schedule next Electoral Board meeting date – Week of August 27 – 31, 2018
  - (1) Appoint Officers of Election for November 6, 2018 Elections
  - (2) Other November 6, 2018 election work
12. Registrar Business
13. Other Business
14. Adjourn