

## FINAL MINUTES

### FREDERICK COUNTY ELECTORAL BOARD

**August 27, 2018**

The Frederick County Electoral Board met on Monday, August 27, 2018. Present were Chairman Richard Venskoske, Vice-Chair Marie Straub, Secretary Tom Reed, Machine Technician Jim Ott, Deputy Registrar Diane Lockhart and Registrar Rick Miller.

The Chairman called the meeting to order at 5:30 pm. Upon motion by Secretary Tom Reed, seconded by Vice-Chair Marie Straub, the agenda was adopted as presented 3 - 0.

Upon motion by the Vice-Chair, seconded by the Secretary, the minutes of the 7/16/2018 meeting were approved 3 - 0.

Planning for the November 6, 2018 General and Special Election was done as follows:

1. 163 Officers of Election were selected for all precincts by the Electoral Board to work the November 6, 2018 General and Special Elections. Upon a motion made by the Vice-Chair, seconded by the Secretary, the 163 Officers were appointed and approved 3 – 0. Letters will be sent in the next couple of days to all selected Officers of Election and to all Officers of Election on the Alternate List.
2. The Electoral Board discussed the dates and times for the mandatory Officer of Election training for the November 6, 2018 elections. A motion was made by the Secretary, seconded by the Vice-Chair to move the training from Saturday, October 27, 2018 to Thursday, October 25 from 5:00 pm to 8:30 pm and Friday, October 26, 2018 from 5:00 pm to 8:30 pm. The Motion was approved 2 – 1.
3. The Registrar has just received all the ballots for election day and for absentee voting. Printelect will send the election media in the next few days.
4. A discussion was held on Curbside voting procedures and the Electoral Board asked the Registrar to gather more information on this matter, which will be presented at the next Electoral Board meeting.
5. A discussion was held on the ExpressVote screen shots that will be used for voting for the November 6, 2018 elections.

The Officer of Election training assignments were tabled to a later meeting.

The November 6, 2018 Election Day schedule was tabled to a later meeting.

The November 6, 2018 Election Day review was tabled to a later meeting.

Under the Registrar's business, the following topics were discussed:

- a. The Registrar reported that he had inquired again to County Administration on the progress of obtaining the 3 security buttons for our office. The Deputy County Administrator said he would talk with the Maintenance Supervisor about getting a quote for this work. The Registrar also reported that the funds for the possible construction additions to our office had been cut from the 2018 – 2019 approved county budget.
- b. The Registrar talked with the County School Superintendent about the Presidential Primary date of Tuesday, March 3, 2020 and asked him close schools on this day and make it a teacher work day or a holiday. The superintendent said they would put this information on the 2019 – 2020 school calendar and when the School Board meets in the spring of 2019 they will be asked to approve and place this date on the 2019- 2020 school calendar.
- c. Diane Lockhart, Deputy Registrar gave the Electoral Board an update on the Top of Virginia Community Leadership Program, which she has been accepted into. This is a 9-month course; the objective being to provide leadership skills necessary to address community needs.

The next Electoral Board meeting will be held on Tuesday, September 18, 2018 at 5:30 pm in the Registrar's office.

No further business was presented to the Board.

Being no further business, a motion was made by the Vice-Chair, seconded by the Secretary that the meeting be adjourned. Motion passed 3 - 0. The meeting adjourned at 6:29 pm.



Tom Reed  
Secretary

APPROVED: \_\_\_\_\_



Chairman



Vice Chair



Secretary

DATE: \_\_\_\_\_

9-18-18