

FINAL MINUTES
FREDERICK COUNTY ELECTORAL BOARD

December 18, 2018

The Frederick County Electoral Board met on Tuesday, December 18, 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 Vice Chair Marie Straub, seconded by Secretary Tom Reed, the agenda was adopted as presented 3 – 0.

Upon motion by the Vice Chair, seconded by the Secretary, the minutes of the 11/07/2018 and 11/09/2018 meetings were approved as presented 3 – 0.

Review of the November 6, 2018 General and Special Elections was conducted as follows:

- (1) Election Day was discussed with several changes and new methods for future elections approved.
- (2) The Electoral Board reviewed the Officer of Election evaluations. The evaluations were mainly very positive, and most Chiefs wished to have the same team for future Election Days.

The Electoral Board reviewed the Electoral Board and Voter Registrars 2019 – 2020 Final Budgets presented by the Registrar.

Under Registrar business the following topics were presented and discussed:

Registrar sent local County Republican Party Chairman information on the Electoral Board appointment that the party needs to submit to the local judiciary.

Registrar sent the local Democratic and Republican Party County Chairs letters requesting from each a list of potential officers of Election for the 2019 elections.

Our one DS 200 unit has been repaired and returned by Printelect.

Handed out information about the Digital Image file issue from the Department of Elections. No final guidance has been received.

Presented to the Electoral Board a letter from the Disability Law Center of Virginia concerning some polling place issues on Tuesday, November 6, 2018 Election Day. Also presented a draft response letter for the Electoral Board to discuss.

Upon a motion from the secretary, seconded by the Vice-Chair, the Board approved the draft response letter by a 3 – 0 vote and asked the Registrar to send the board’s response.

Registrar told the board he is in the process of sending a letter to each Chief Officer in every Precinct reviewing the November 6, 2018 elections.

Registrar presented the 2019 DemTech Invoice for our laptop computers licenses. The Invoice is for \$ 2,800.00 – 80 units @ \$ 35.00 per unit. This is the same amount as last year. Upon a motion from the Secretary, seconded by the Vice Chair, the board approved payment 3 – 0.

The Registrar presented our video project to the high school Service Learning students yesterday in the hope that we would get two students to sign up for our project. Our video used in each class presentation is very outdated and needs to be redone. We should know if our department was chosen.

Registrar informed the board of the new temporary space to be used for the storage of our voting machine bins, blue bins and privacy booth boxes.

A short discussion was held concerning the appointment of the General Registrar by the Electoral Board which takes place in May or June 2019 per the Virginia Election Laws. The new term will begin on July 1, 2019 for four years.

No further business was presented to the Board.

The next Electoral Board meeting will be held on Tuesday, February 5, 2019 at 5:30 pm in the Registrar’s Office.

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 6:40 pm.

Respectfully submitted,

Tom Reed
Tom Reed
Secretary

APPROVED: *[Signature]* Chairman
Marie Straub Vice Chair
Tom Reed Secretary

DATE: *2/5/19*