



## FREDERICK COUNTY ELECTORAL BOARD

Mary Strenko

Chairman

Kay Dawson

Vice-Chairman

Lynnette Embree

Secretary

107 N. Kent Street, Suite 102, Winchester, VA

22601-5039

### Final Minutes

#### Frederick County Electoral Board

Thursday, May 18, 2023

The Frederick County Electoral Board met on Thursday, May 18, 2023. Those present were Chairman Mary Strenko, Vice-Chairman Kay Dawson, Secretary Lynnette Embree, and Registrar Rich Venskoske.

- 1.) The meeting was called to order at 8:30 a.m. by Vice-Chairman Kay Dawson.
- 2.) A motion to adopt the agenda was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson, and unanimously approved.
- 3.) A motion to nominate Mary Strenko as Chairman of the Electoral Board was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson, and unanimously approved.
- 4.) A motion to nominate Lynnette Embree as Secretary was made by Vice-Chairman Kay Dawson, seconded by Chairman Mary Strenko, and unanimously approved.
- 5.) A motion to nominate Kay Dawson as Vice-Chairman was made by Secretary Lynnette Embree, seconded by Mary Strenko, and unanimously approved.
- 6.) A motion to approve the minutes from May 1, 2023, May 9, 2023, and May 12, 2023, was made by Vice-Chairman Kay Dawson, seconded by Secretary Lynnette Embree, and passed unanimously.
- 7.) A motion to move into closed session to discuss personnel matters was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson, and passed unanimously.
- 8.) A motion to come out of closed session was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson, and unanimously approved. The selection of Officers of Election for the Republican Party Primary on June 20, 2023, and the approval of new Officers of Election was the only business conducted.
- 9.) Secretary Lynnette Embree made a motion to appoint Officers of Election for the June 20, 2023, Republican Party Primary and approve eight applications to become Officers of Election, Vice-Chairman Kay Dawson seconded the motion and it passed unanimously.

10.) Old Business:

- a. Registrar Venskoske gave an updated estimate for the costs of the June 20<sup>th</sup> Republican Party Primary. The Finance Committee approved an additional \$12,000 for this Primary Election to cover unexpected expenses due to the moving of several precincts which are in schools that are under construction for the summer. This will now be brought to the Board of Supervisors for their approval.
- b. Training for Officers of Election will be held on Tuesday, June 6, Thursday, June 8 and Friday, June 9, 2023. Central Absentee Precinct (CAP) training will be held on Wednesday, June 7, 2023.
- c. A brief update on the progress of the new Sunnyside office was given by Registrar Venskoske.
- d. The Ballot on Demand printers have encountered a few errors. All of which have been resolved immediately.

11.) New Business:

- a. VEBA Bootcamp for the new Electoral Board member, Mary Strenko, will be held on July 20, 2023, in Richmond, VA.
- b. Registrar Venskoske will also be attending General Registrar training on July 20, in Richmond.
- c. As of this date, approximately one hundred (100) voters have participated in early voting for the June 20 Republican Party Primary.
- d. Several precincts must be moved due to construction at the schools normally used for those precincts. Albin and Nain precincts have been moved from James Wood High School to Apple Pie Ridge Elementary School. The Redland precinct has been moved to Gainesboro Elementary School from Indian Hollow Elementary School. Postcards will be mailed to the voters in these precincts advising them of the change of polling location. Signs are also being made to be posted at these locations advising voters of the new temporary location.

12.) Registrar Business:

- a. Registrar Venskoske advised the Electoral Board of some additional changes in precincts. These precincts are still at the same location, just in a different room. They are Jordan Springs, Armel, and White Oak also due to school construction.

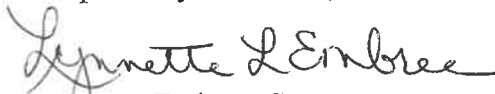
13.) Citizen Comments:

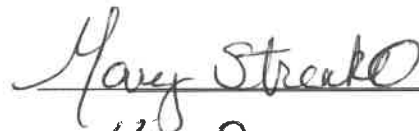
a. There were no citizen comments.

14.) The next meeting of the Frederick County Electoral Board will be Thursday, June 1, 2023, at 8:30 a.m.

15.) A motion to adjourn was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson, and passed unanimously. The meeting adjourned at 10:46 a.m.

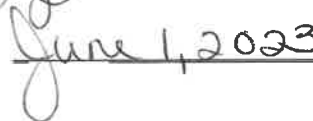
Respectfully submitted,

  
Lynnette Embree, Secretary

 Chairman

 Vice-Chairman

 Secretary

 Date