



FREDERICK COUNTY ELECTORAL BOARD

Mary Strenko

Chairman

Kay Dawson

Vice-Chairman

Lynnette Embree

Secretary

343 Sunnyside Plaza Drive, Winchester, Virginia

22603

Final Minutes Frederick County Electoral Board Monday, July 10, 2023

The Frederick County Electoral Board met on Monday, July 10, 2023. Those present were Chairman Mary Strenko, Vice-Chairman Kay Dawson, Secretary Lynnette Embree, Registrar Rich Venskoske and Senior Deputy Registrar Diane Lockhart.

Guest present: Sherry Long.

- 1.) The meeting was called to order at 8:29 a.m. by Chairman Mary Strenko.
- 2.) Secretary Lynnette Embree made a motion to adopt the agenda. Vice-Chairman Kay Dawson seconded the motion and the motion passed unanimously.
- 3.) A motion to approve the minutes of June 21, 2023, and June 23, 2023, was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson, and passed unanimously.
- 4.) Old Business:
 - a. Registrar Venskoske gave the Electoral Board an update on the costs for the June 20, 2023, Republican Party Primary.
 - b. Officer of Election evaluations are available for viewing by the Electoral Board.
 - c. Sunnyside location – many items need to be corrected as soon as possible.
 - d. The proxy letter from the Frederick County Republican Committee chair was discussed.
 - e. SB 80 was discussed as to how Electoral Board members, the Registrar's office and Officers of Election are affected by gifts from candidates and others.

5.) New Business:

- a. The Frederick County Security Plan was approved and will need to be re-written after the Registrar's office moves to the Sunnyside location.
- b. Registrar Venskoske distributed a copy of the 2023-2024 budget for the Office of Elections and the Electoral Board.

6.) Registrar Business:

- a. Registrar Venskoske discussed the Registrar's Office moving to Sunnyside on July 18th and the need for several items, such as a rug for the front door, street numbers, phone number, office hours and the county seal for the door.

7.) Citizen Comment:

- a. There weren't any citizen comments.

8.) Vice-Chairman Kay Dawson made a motion to move into closed session to discuss personnel matters. Secretary Lynnette Embree seconded the motion and the motion passed unanimously.

9.) Vice-Chairman Kay Dawson made a motion to come out of closed session, stating that only personnel matters were discussed during closed session. Secretary Lynnette Embree seconded the motion. The motion passed unanimously.

10.) Secretary Lynnette Embree made a motion to approve seven of the applications for Officers of Election. Vice-Chairman Kay Dawson seconded the motion. The motion passed unanimously.

11.) Secretary Lynnette Embree made a motion to deny one application for an Officer of Election. Chairman Mary Strenko seconded the motion. The motion to deny an application for an Office of Election passed on a two to one vote.

12.) Secretary Lynnette Embree made a motion to move into closed session to discuss a personnel matter. Vice-Chairman Kay Dawson seconded the motion. The motion passed unanimously.

13.) Vice-Chairman Kay Dawson made a motion to come out of closed session, stating that the only business discussed was a personnel matter. Secretary Lynnette Embree seconded the motion and the motion passed unanimously.

14.) There was general discussion of getting additional office help during the election cycles. No firm decision was made.

15.) Vice-Chairman Kay Dawson made a motion to adjourn the meeting. Secretary Lynnette Embree seconded the motion and the meeting adjourned at 9:47 a.m.

Respectfully,

Lynnette Embree, Secretary

_____ Chairman

_____ Vice-Chairman

_____ Secretary

_____ Date