



FREDERICK COUNTY ELECTORAL BOARD

Mary Strenko

Chairman

Kay Dawson

Vice-Chairman

Lynnette Embree

Secretary

343 Sunnyside Plaza Drive, Winchester, Virginia

22603-4281

Draft Minutes

Frederick County Electoral Board

Monday, February 5, 2024

The Frederick County Electoral Board met on Monday, February 5, 2024. Those present were Chairman Mary Strenko, Vice-Chairman Kay Dawson, Secretary Lynnette Embree, Registrar Rich Venskoske, and Senior Deputy Registrar Diane Lockhart.

Guests present: Sherry Long from Shawnee District and Mary Ivie from Clarke County.

- 1.) Chairman Mary Strenko called the meeting to order at 8:30 a.m.
- 2.) A motion to adopt the agenda presented with an additional closed session to discuss electoral board matters was made by Secretary Lynnette Embree and seconded by Chairman Mary Strenko. The motion passed on a two to one vote.
- 3.) Secretary Lynnette Embree made a motion to approve the minutes of the December 11, 2023, meeting. Vice-Chairman Kay Dawson seconded the motion and the motion passed unanimously.
- 4.) Secretary Lynnette Embree made a motion to approve the minutes of the January 8, 2024, meeting. Vice-Chairman Kay Dawson seconded the motion and the motion passed unanimously.
- 5.) Secretary Lynnette Embree made a motion to approve the Officers of Election presented by Registrar Venskoske. These Officers of Election will be appointed for a term of three years. Vice-Chairman Kay Dawson seconded the motion and the motion passed unanimously.
- 6.) Old Business:
 - a. The County has passed a regulation that does not allow candidate or other political signs outside of the Registrar's Office at 343 Sunnyside Plaza Drive.
 - b. Registrar Venskoske gave a brief overview of the bills that are before the General Assembly that affect voters and elections.
 - c. Vice-Chairman Kay Dawson made a motion to increase the number of ballots for each precinct from 30% to 50% for both Republicans and Democrats for the March 5, 2024, Dual Party Presidential Primary. Secretary Lynnette Embree seconded the motion and the motion passed unanimously.

7.) New Business:

- a. Early voting for the March 5, 2024, Dual Party Presidential Primary has begun, and turnout is very low.

8.) Registrar Business:

- a. Logic and Accuracy (L&A) testing on the Express Vote and DS200 machines will be held on Tuesday, February 20, and Wednesday, February 21, 2024, which a board member is required to be present.
- b. Training for Officers of Election will be held on Tuesday, February 20; Wednesday, February 21; Thursday, February 22 and Friday, February 23, 2024.
- c. The preprocessing of absentee ballots will be on Tuesday, February 27 and Friday, March 1, 2024.
- d. The Registrar discussed with the electoral board the voting equipment and supplies that are required to be covered by separate insurance from the County's regular coverage.
- e. Supervisor Robert Liero, who was appointed by the Board of Supervisors as the Shawnee District Supervisor, until the November 2024 General Election. At which time that that seat will be on the ballot.
- f. Several good candidates were interviewed for the part-time position available in the Office of Elections. A choice was made, and the candidate has accepted the position. Is it not clear when the candidate will start.

9.) Citizen Comment. None.

10.) Chairman Mary Strenko requested a closed session to discuss a personal issue. A motion to move into closed session was made by Vice-Chairman Kay Dawson and seconded by Secretary Lynnette Embree.

11.) A motion to come out of closed session was made by Vice-Chairman Kay Dawson and seconded by Secretary Lynnette Embree. The motion passed unanimously. Only personal matters were discussed.

12.) A motion to go into closed session was made by Vice-Chairman Kay Dawson and seconded by Secretary Lynnette Embree to assign Officers of Election for the March 5, 2024, Presidential Primary. The motion passed unanimously.

13.) A motion to come out of closed session was made by Vice-Chairman Kay Dawson and seconded by Secretary Lynnette Embree. The motion passed unanimously.

- 14.) A motion was made to meet Friday, March 9, 2024, at 9 a.m. to assign those on the approved list by Secretary Lynnette Embree. The motion was seconded by Vice-Chairman Kay Dawson and passed unanimously.
- 15.) A motion to go into closed session was made by Secretary Lynnette Embree to review new applications for Officers of Election. The motion was seconded by Vice-Chairman Kay Dawson and passed unanimously.
- 16.) A motion to come out of closed session was made by Vice-Chairman Kay Dawson and seconded by Secretary Lynnette Embree. The motion passed unanimously.
- 17.) Vice-Chairman Kay Dawson made a motion to approve two applications for Officers of Election. Secretary Lynnette Embree seconded the motion and the motion passed unanimously.
- 18.) Secretary Lynnette Embree made a motion to move into **closed session** to discuss electoral board matters. Vice-Chairman Kay Dawson seconded the motion and the motion passed unanimously.
- 19.) Secretary Lynnette Embree made a motion to come out of closed session. Vice-Chairman Kay Dawson seconded the motion and the motion passed unanimously. Only personnel matters were discussed.
- 20.) The next meeting of the Frederick County Electoral Board is to be determined.
- 21.) A motion to adjourn was made by Secretary Lynnette Embree and seconded by Vice-Chairman Kay Dawson. The motion passed unanimously. The meeting adjourned at 10:30 a.m.

Respectfully submitted,

Lynnette L. Embree
Secretary

_____ Chairman

_____ Vice-Chairman

_____ Secretary

_____ Date

DRAFT