

Northumberland County, Virginia
Electoral Board
Meeting Minutes

Date: December 20, 2017		Chair: Marion Cockrell	Present
Start: 10:00 AM		Vice Chair: Marge Rankin	Present
Adjourned: 12:15 PM		Sect: Joe Schlatter	Present

Meeting called to order by Chairman Marion Cockrell at 10:00 AM.

All Electoral Board members present; General Registrar Kathy Davenport available on-call; no members of public present.

Agenda

- Approve minutes from November canvass meetings
- FY 2018-2019 budget preparations
- Legislative Day, Jan 16, 2018
- VEBA annual meeting, March 2-4, 2018, at Homestead
- Campaign reports status
- New business

Approve minutes from November canvass meetings

Board reviewed and approved minutes from November 7 - 13 canvass meetings, including closed meeting that considered provisional ballots

FY 2018-2019 budget preparations

GR provided pay scale and mileage for Precinct Chiefs, Assistant Chiefs, Officers of Election for election day and training days.

Chief: \$135.00

Asst Chief: \$130.00

OE: \$120.00

Training, all: \$15.00 per meeting

Mileage: 53.5 cents per mile

Board reviewed current budget status: budgeted amount; amount spent to date; remaining funds in each budget category

June 2018 primary will be paid from current FY.

New FY will include:

- November 2018 general election
- June 2019 primary
- Training for Nov 2018 general and June 2019 primary

Secretary will obtain amount for annual contracts: EPB; voting machine warranty; voting machine software license and maintenance agreement.

Board will work on budget details at January meeting.

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Legislative Day, Jan 16, 2018

VEBA annual meeting, March 2-4, 2018, at Homestead

Board considered attendance at both of these events, decided not to attend.

Legislation: Board feels best way to deal with legislation is through direct contact with our Senator and Delegate in General Assembly.

VEBA: Secretary will contact our regional VEBA representative to determine meeting dates and locations. Board feels best way to be active in VEBA is through our regional VEBA.

Campaign reports status

All candidates have submitted final campaign finance reports.

Mr. Carl Perez submitted online, however, there are errors in his report. GR will contact State compliance office to determine next steps.

Board agrees, after talking with State, we should contact Perez, ask him to come to GR office to assist him in correcting his report.

One item in his final report requires explanation. He stated he paid \$28.43 toward the \$100 fine for late initial report submission. However, Secretary contacted all County offices that receive payments; no record of his having paid any amount toward the fine.

New business

Sewer odor in GR office.

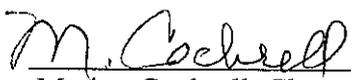
Since early November, there has been odor of sewer gas in GR office and some first floor offices. Supervisor Joe Self was contacted; he will ensure county will hire contractor to fix the problem.

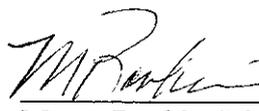
GR was advised to use her discretion -- if odor becomes too irritating, she is authorized to close the office early. Submit pay voucher for full day for Assistant Registrars in case of early closing.

Next meeting

Tuesday, January 9, 2018; 9:30 AM.

There being no further business, the Board adjourned at 12:15 pm.


Marion Cockrell, Chmn


Marge Rankin, Vice Chmn


Joe Schlatter, Secretary