

Northumberland County, Virginia
Electoral Board
Meeting Minutes

Date: August 11, 2020		Chair: Rodger Meredith	Present
Start: 8:45 AM		Vice Chair: Ed Johnson	Present
Adjourned: 11:45 AM		Sect: Joe Schlatter	Present

Meeting called to order at 8:45 AM by Chairman Rodger Meredith.

General Registrar Kathy Davenport available on call. Marion Cockrell, Chairman, Northumberland Republican Committee and former EB Chairman present; no other members of public or party representatives present.

Agenda

Old Business

Approve July 24 meeting minutes
Meeting with County Administrator

New Business

Preparations for Nov 3 election
Officer of Election Training date
Staffing for early voting
Recruit new Officers of Election
Update status of absentee ballot envelopes
Other business
Meeting with tent supplier

Approve July 24 meeting minutes

Minutes approved and signed.

Meeting with County Administrator

Meeting with County Administrator to discuss CARES Act funds scheduled for August 5 was cancelled because of storm. Board discussed need for meeting. Guidance for use of CARES Act funds has been received and shared with Administrator; Board decided no meeting necessary.

Preparations for Nov 3 election

Board reviewed agenda items in preparation for Nov 3 election

Staffing for early voting

GR has contacted all Officers of Election; all have agreed to serve.
Board anticipates some OE will drop out as election approaches.

Recruit new Officers of Election

GR proposed to place notices in local newspapers seeking applicants to serve as OE; Board approved.
County political parties will be asked to recruit OE from their members.

Officer of Election training date

OE must be trained not more than 30 days and not less than 3 days before Election Day. Board will set training dates at September meeting.
Board discussed training and determined to conduct training over two days.
10:00 AM to 3:00 PM with break for lunch

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10:00 – 12:00: GR will cover administrative matters

1:00 – 4:00: Board will cover (1) PollPads; (2) forms, to include exercises; (3) operation of scanner and TouchWriter.

St. Stephens Episcopal has made their parish hall available for training.

Logic and Accuracy testing

Board will conduct L&A testing on all machines at Sep 8 meeting, provided November 3 vDrives have been returned by Hart.

Secretary will charge all machine batteries two or three days before L&A.

Ballots

Three ballot styles will be required for Nov 3 election:

Precincts 1, 4 and 5

Precinct 2 with School Board candidate(s)

Precinct 3 with School Board candidate(s)

Board decided to order ballots to equal 120 percent of registered voters per precinct.

Update status of absentee ballot envelopes

GR has ordered new style envelopes for absentee ballots: outgoing and return envelopes; 3,000 each, total 6,000.

Other business

Postage meter

Secretary will contact Pitney-Bowes to determine alternatives to long-term lease, and, will inform County Administrator of need for postage meter.

Equipment needs

GR requests to order two new voting booths for use in early voting polling place; Board approved.

Personal Protective Equipment for Nov 3 election

State has advised they will send additional PPE.

Board needs to review on-hand quantities of PPE and re-distribute among precincts.

Status of District 2 and 3 School Board candidates

Denise Mazyck has qualified as candidate for District 3 School Board special election.

Rev. Carl Perez and Dr. Edison O. Jackson are circulating petitions for District 2 School Board special election.

Deadline to file is August 14.

Meeting with tent supplier

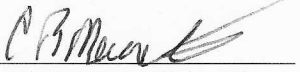
Board met with representatives of Clements Tent Rentals, Warsaw, VA, to discuss tents for (1) early voting precinct at 45 Back Street, and, (2) tent for Precinct 4, Wicomico Church.

Clements will provide estimates by email within a few days.

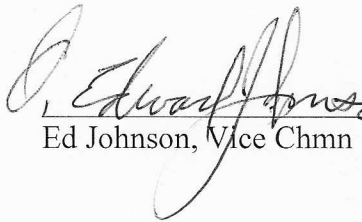
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Next meeting: September 8, 2020; 9:00 AM. (NOTE: Subsequent to the August 14 meeting, date for next meeting was changed to September 10, 9:00 AM.)


Meeting adjourned at 11:45 AM.



Rodger Meredith, Chmn



Ed Johnson, Vice Chmn



Joe Schlatter, Secretary