



## Northumberland County, Virginia Minutes of Electoral Board Meeting

Date:	<b>May 9, 2023</b>	Member Attendees		Present
Location	Registrar's Office	Chair:	Ed Johnson	<b>Y</b>
Call to order	9:35 AM	Vice Chair:	Austin Schmidt	<b>Y</b>
Adjourned	10:40AM	Sect:	Bob Heller	<b>Y</b>
Others Present	Kathy Davenport, GR			

Guests Present: No members of public or political party representatives were present.

### Previous Month Minutes:

- ❖ April minutes were reviewed and approved electronically, then signed electronically using DocuSign. Going forward this method will prevail.

### General Discussion:

- ❖ .Certification of Candidates: Certificates received and filed since the last meeting include:
  - Robert E. Pickett, NN Soil & Water Board, Received April 19, 2023
  - Robert G Vanlandingham, NN Soil & Water Board; Received May 1, 2023
- ❖ Election Officer recruitment: As of date, 48 potential Election officers have responded positively and will be available for the November election. Six (6) individuals have not responded and will be removed from the list.
- ❖ The GR advised that ELECT has determined we will have no primary this year in our county.
- ❖ The EB Secretary adjusted the budgetary item as requested and submitted it to the County Administrator's office on Friday, 5/5.
- ❖ For the last election (2021) approximately 4,000 early voters visited the GR office. Anticipating the future (2024 Pres Election) popularity of this method, our existing facility will not be adequate to serve expected demand. The Board decided to initiate action to seek a "satellite" location better suited to meeting this need.

### Action Items:

1. The secretary shall draft and send a request to the County Administrator Luttrell Tadlock requesting he attend our June 7 meeting to discuss securing a "satellite" location for early voting.
2. The Secretary will see to the purchase of a minimal plan with DocuSign for \$120/yr and submit for reimbursement. Signing our documents electronically will provide time and fuel savings in signing minutes and allow posting of minutes well ahead of requirement.

Agreed to and accepted

Date: May 12, 2023

Ed Johnson

Chair

DocuSigned by:  
Ed Johnson  
ED JOHNSON

Austin Schmidt

Vice Chair

DocuSigned by:  
Austin B Schmidt  
AUSTIN B SCHMIDT

Bob Heller

Secretary

DocuSigned by:  
Bob Heller  
BOB HELLER

**Certificate Of Completion**

Envelope Id: 2CF36CC5758F409D96C395E22BBEF843	Status: Completed
Subject: Complete with DocuSign: EB Minutes_23.05.10.pdf	
Source Envelope:	
Document Pages: 1	Signatures: 3
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator: Robert E. Heller bh48@earthlink.net
Enveloped Stamping: Enabled	IP Address: 69.161.105.92
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	

**Record Tracking**

Status: Original 5/12/2023 6:13:20 AM	Holder: Robert E. Heller bh48@earthlink.net	Location: DocuSign
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**Signer Events**

Austin B Schmidt  
augdog404@gmail.com  
Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
*Austin B Schmidt*  
D3A3C4627B384D1...

**Timestamp**

Sent: 5/12/2023 6:19:40 AM  
Viewed: 5/12/2023 7:24:19 PM  
Signed: 5/12/2023 7:24:46 PM

Signature Adoption: Pre-selected Style  
Using IP Address: 69.161.110.155

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Ed Johnson  
sparkie\_johnson@comcast.net  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
*Ed Johnson*  
286CEB4C21054EC...

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Viewed: 5/13/2023 3:00:31 AM  
Signed: 5/13/2023 3:01:13 AM

Signature Adoption: Pre-selected Style  
Using IP Address: 24.153.58.160

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Robert E. Heller  
bh48@earthlink.net  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
*R E Heller*  
10D397B870D046C...

Sent: 5/13/2023 3:01:15 AM  
Viewed: 5/13/2023 5:53:52 AM  
Signed: 5/13/2023 5:54:17 AM

Signature Adoption: Uploaded Signature Image  
Using IP Address: 69.161.105.92

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Kathy Davenport kdavenport@co.northumberland.va.us Security Level: Email, Account Authentication (None)	<div style="border: 1px solid blue; padding: 5px; display: inline-block;"> <b>COPIED</b> </div>	Sent: 5/13/2023 3:01:14 AM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	5/12/2023 6:19:40 AM
Certified Delivered	Security Checked	5/13/2023 5:53:52 AM
Signing Complete	Security Checked	5/13/2023 5:54:17 AM
Completed	Security Checked	5/13/2023 5:54:17 AM

Payment Events	Status	Timestamps
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