



Northumberland County, Virginia Minutes of Electoral Board Meeting



Date:	October 10, 2023	Member Attendees	Present
Location	Registrar's Office	Chair: Ed Johnson	X
Call to order	09:25 AM	Vice Chair: Austin Schmidt	X
Adjourned	10:02 AM	Sect: Bob Heller	X

Guests attending: GR Davenport attended briefly then back to oversee Early Voting

Public attending: No members of the public were present

Previous Minutes:

- ❖ The previous minutes were approved electronically, submitted for posting on Sep 13 and added to the Minutes book.

Agenda Items:

- ❖ November 7 election preparation:
 - Preprocessing of Absentee Ballots will take place on Tuesday, October 31st and Saturday November 4 as required.
 - Canvas of provisional Ballots to be completed and SOR submitted by Noon on Monday, November 13 since Friday (11/10) is a state & federal holiday.
 - Training: Secretary Heller stated all is prepared for the Oct 12 Election Officer Training.
- ❖ Voting Machine maintenance: Prior to 2024 election cycle the cMos batteries in the Verity Scanners and Touch Writers should be replaced.
- ❖ Chair Johnson related that annually the Va Dept of Elections randomly chooses a locality to conduct a Risk Mitigating Audit. This has only happened once in his tenure, but we should be prepared if selected.

Action Items:

1. The Secretary will make notation on the EB calendar to change cMos batteries at a convenient time prior to the 2024 November election.

Signed and accepted

Date: October 17, 2023

Ed Johnson Chair

DocuSigned by:
Ed Johnson

Austin Schmidt Vice Chair

DocuSigned by:
Austin B Schmidt

Bob Heller Secretary

DocuSigned by:
Robert Heller