

# Northumberland County, Virginia

## Minutes of Electoral Board Meeting



Date:	April 9, 2024	Attendees		Present
Location	Registrar's Office	Chair:	Joe Schlatter	Yes
Call to order	9:40AM	Vice Chair:	Austin Schmidt	Yes
Adjourned	10:45AM	Sect:	Bob Heller	Yes
Others Present		Kathy Davenport, General Registrar		
Guests Present: No members of the public or political party representatives were present.				

**Previous Minutes:** March 2024 Minutes were approved and posted 3/21/24.

### Agenda Items:


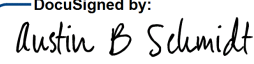
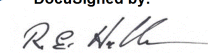
- **OFFICER OF ELECTION ASSIGNMENTS AND TRAINING:** We confirmed scheduling Chief/Asst Chief meeting for June 4, and new election officer training for June 10. It was decided Officers of Election will be compensated training meeting attendance. Mr. Heller will administer and provide listings and amount to be added to their normal Election Day compensation.
- **BALLOTS FOR JUNE 18:** The last day for candidates to file with the State is April 4 with certification by April 15. As such, we expect to have final ballot listings the week of April 22<sup>nd</sup>, at which time we will schedule a time to count & pack ballots for the precincts. Ten empty boxes will be needed.
- **L & A TESTING:** For early voting we will plan to conduct L&A testing for required voting equipment on April 25 at 9:30AM at the Registrar's Office. We will schedule a date for further testing prior to the June 18 primary at our May 9 monthly Board meeting.
- **RECOGNITION:** Ed Johnson's service to the County will be recognized at the May 9<sup>th</sup> Board of Supervisors meeting.
- **REGISTRAR COMMENTS:**
  - The 2024 LESS security plan will be signed (all Board members needed) at 10AM on April 18.
  - June 19<sup>th</sup>, the day after the election, is the federal Juneteenth Holiday with the assumption that county offices will be closed. Normal pickup of polling place supplies, delivery of required materials to the Clerk of Courts, and the Election Canvas meeting, will be moved to Thursday, June 20. Mr Heller will arrange with polling places.
  - The GR has submitted reimbursable election expenses (3/5 primary election) to the State as required. Any funds available will be sent to the county general fund. If we have need for added funding, we will have to follow the applicable county procedure to request.

### Action Items:

- Mr Heller will draft Assignment Letter, confirm Chief & Asst Chief availability & attendance, and confirm same for all Officers.
- Polling Place Supplies: Assess & order prior to the June Primary

Signatures

Signed and accepted on: Date: April 16, 2024

Joe Schlatter	Chair	<div>DocuSigned by:  6C64B3D3208E47C...</div>
Austin Schmidt	Vice Chair	<div>DocuSigned by:  D3A3C4027B384D1...</div>
Bob Heller	Secretary	<div>DocuSigned by:  10D397B870D046C...</div>