

GOOCHLAND COUNTY ELECTORAL BOARD

AMENDED Draft Minutes:
December 7, 2016

The Goochland County Electoral Board met on December 7th at 6:00 pm.

Present: Robin Lind, Chair, Wanda Taylor, Vice-Chair, Frances Ragland, Director of Elections, and Bes Stewart, Secretary.

The November 4th minutes were revised and approved as revised.

Officer Reports:

The Chairman reported that the GREB Workgroup has completed their study and recommendations will include:

- Pay increase for the Director of Elections (General Registrar) to be that of the Treasurer, including changing the population brackets to match that of the Treasurer
- Request the General Assembly to update the codebook sections to reflect this new title and job description
- Update the budget for the Department of Elections.

The Director of Elections reported that there are 20 new Registrars across the state. She also reported that she has acquired 10 new Officer of Election recruits from the November election.

The Vice Chair discussed her perspective of being a new member on the Electoral Board. As a newbie, she thought the November election was an eye-opening experience and was a bit overwhelming. She suggests that we look into developing or acquiring a handbook to cover the roles and the requirements of each Electoral Board member. She would also like the board to work on a strategic plan to recruit new Officers of Elections.

The Secretary commented that she thought that this was one of the most successful/smoothest elections in the past 3 years.

Old Business:

The new Goochland County website is now loaded and operational. The Chair would like to have the approved minutes for the last six months loaded.

The General Registrar will print a PDF version of the pole book for each precinct on Sunday before the election to use as a backup only. This printing in the Registrar's office is at a minimum cost.

The General Registrar identified the need for more workers and asked the Electoral Board and the party chairs for assistance in identifying additional workers. The party chairs have not sent in any names.

The Secretary recommended that the new Manakin Community Group be contacted for assistance in recruiting. Pat Hendy is the contact.

New Business:

After discussing vote anomalies, the Chair moved that the board request the State Board of Elections approve an audit of the paper ballots for 2 or more precincts citing 24.2.671.1 Audit of Ballot Scanner Machines. The motion was adopted unanimously..

Discussion about the upcoming Presidential Primaries ensued. Per 24.2.545 the Republicans have decided to require all voters to sign an oath to the Republican Party in order to vote in the Republican Primary. The Democrats did not make a similar request.

The General Registrar will order the new media after December 16th. The Chair will ask for new flash media be purchased if the audit is approved by the state.

The General Registrar received an online absentee ballot request for Danville in error. It was reported that VERIS had errors in completing the online request form.

The board discussed the budget request issues for 2016, including:

- Increase of the General Registrar salary to that of the Treasurer
- The need for more storage space due to the precinct equipment cages
- Increase of the Electoral Board stipend

The General Registrar will make the following ballot order:

Absentee: 300 folder (200 Republican and 100 Democrat)
All Precincts: 75% of total Active Voters for Republican
60% of total Active Voters for Democrat

The Secretary announced that she would not be seeking an additional 3-year term on the board. She has enjoyed her experience, but her workload has increased with her new fulltime job. Her term expires the day before the Primary Election. She feels that it is not fair for her replacement to have no part in the election preparations for such an important election. Her letter of resignation, dated December 7, 2015, was accepted by the Chair is attached to these minutes.

Upcoming Schedule:

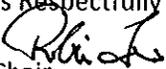
December 18 th	Budget Meeting 3:00 pm
December 23 rd	Presentation of Certificates for November elected officials at the Courthouse 2:00 pm
January 11 th	Electoral Board Meeting and L & A Testing 9:00 am
January 15 th	Officer of Election Recruitment
January 19 th	Legislative Day at the General Assembly
January 20 th	Goochland Budget Presentation
February 16 th & 18 th	Poll book Training at 9:00 am, 11:00 am, 2:00 pm, and 7:00 pm
February 24 nd	Chief and Assistant Chief Training at 7:00 pm
February 25 th	All Officer Training at 7:00 pm
February 28 th	Loading and testing of the EPBs 7:00 am (Sunday)
February 29 th	Setup Precincts - supplies picked up, cages and generators are delivered
March 1 st	Presidential Primaries
March 2 nd	Election Canvas
April 8 th – 10 th	Homestead

The board meeting adjourned at 7:56 pm.

Respectfully submitted,

Bes Stewart, Secretary

Amendments Respectfully submitted,


Robin Lind, Chair.