

Goochland County Electoral Board

~~RAW~~ DRAFT Minutes 6/7/2016

The Goochland County Electoral Board convened at 7 pm in the Director of Elections' conference room. Present: Chair Keith Flannagan, Secretary Robin Lind, and Director of Elections Frances Ragland.

On a motion by the secretary, seconded by the chair, the minutes of the March 2 meeting were approved as submitted.

Discussion ensued regarding telephonic attendance at Electoral Board meetings. The secretary submitted copies of pertinent Code sections and State Board of Elections policies (hereby incorporated into these minutes) and moved that EB members be permitted to attend telephonically no more than two meetings annually; the motion was seconded by the chair and passed unanimously.

At 7:14 pm the meeting was joined by Vice Chair Wanda Taylor who called in from a remote location and participated by speaker phone. She was briefed on prior business transacted in her absence.

On a motion by the secretary, seconded by the vice chair, the board voted unanimously to adopt the Security Plan as revised by the chair and report that to the Department of Elections.

Discussion ensued on changes to the tentative schedule of meetings for the coming year to accommodate the chair and vice chair. The regular July meeting is tentatively postponed pending any new developments on court orders for special election to replace the Commonwealth's Attorney. The next meeting is scheduled for 7 pm on August 2 and the following month for September 17 at 9 am to coincide with L&A testing. The Director of Elections will revise and re-distribute the calendar for the ensuing meetings, including training.

Discussion ensued on procedures to be adopted for the anticipated heavy turnout for the Presidential election, including assignments of officers of election to the several precincts.

On a motion by the secretary, seconded by the vice chair, the board directed the secretary to confer with the sheriff and department of emergency services on possible liaisons, procedures and precautions that may be recommended for election day.

The chair expressed his opinion that official party and candidate observers on election should be offered instructions on general behavior and parking to ensure their vehicles do not impede voters.

The secretary moved, seconded by the vice chair, that the Director of Elections be directed to contact the regional VDOT engineer and request electronic signs be placed at

all polling locations at least five days before the election to alert motorists to heavy traffic volume on election day. Adopted unanimously.

Discussion ensued on the use of ExpressVote machines. The secretary's proposal to have Officers of Election vote in person absentee on the ExpressVote machine in the Registrar's office was dismissed as impractical since most officers voted in their own precincts on election day. Chiefs will be instructed during training to have at least one officer cast a vote on the ExpressVote machine as soon as practicable after polls open.

Discussion ensued on repackaging polling place supplies and equipment after the election is over. The vice chair said that training should emphasize the importance of following the check lists and that chiefs should be reminded to assign specific tasks to specific individuals.

Discussion ensued on the two proposed Constitutional Amendments that will appear on the ballot. The secretary requested "door-sized" posters to be created for display outside the polling places and the board directed the Director of Elections to seek assistance from the county staff or outside vendors.

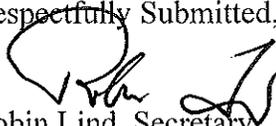
At 8:22 pm the board voted unanimously, on a motion by the secretary, seconded by the vice chair, to go into executive session under § 2.2-3711-A-1 to discuss performance of specific individuals. The director of elections then left the room.

At 8:40 pm the board voted unanimously to come out of executive session and voted affirmatively that no business other than discussion of the performance evaluation had been undertaken. The director of elections was then summoned to return and the performance evaluation was delivered.

General discussion then ensued. The vice chair's telephone disconnected at 8:45 pm.

There being no further business the voted unanimously to adjourn at 8:55 pm.

Respectfully Submitted,


Robin Lind, Secretary