

STAUNTON ELECTORAL BOARD

P.O. Box 58

Staunton, Virginia 24402

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Anne T. Fitzgerald
Secretary
(540) 255-5398

BOARD MEMBERS
Tom Long, Chairman
Sheila Ahmadi, V. Chairman

August 25, 2021

Electoral Board Meeting

Members Present:

Sheila Ahmadi
Anne Fitzgerald
Tom Long

Guest Present:

Molly Goldsmith, Registrar
James Mill, Staunton Democratic
Committee

The meeting was called to order at 3:00 pm.

Sheila Ahmadi led the Pledge of Allegiance.

Ms. Ahmadi made a motion to approve the minutes. Mr. Long seconded. Motion carried.

Report of the Registrar

50 States Action Fund has been sending out Virginia Voting Registration forms. They are using an outdated list. Ms. Goldsmith is receiving not so kind responses. The Voter Action Fund has been sending out Absentee Ballot applications.

New Business

November Election

Ballots: Ms. Goldsmith order ballots to total 65% of registered voters. Ms. Goldsmith can monitor early voting and notify the board if she believes the Board should order more.

Ms. Fitzgerald made a motion that we assign the following offers of election for the November 2021 General Election. Mrs. Ahmadi seconded. Motion carried.

Assignment of Officers

Ward 1:

Chief: Susan Sheets
Asst Chief: Jody Barb
Rhonda Turner
Matt Sutton
Gretchen Bishop

Ward 2:

Chief: Charles Scheffer
Asst: Jason Long
Katherine Curry
David Addison
Cheryl Fauerbach

Ward 3:
Chief: Jason Hochstettler
Asst: Katherine Taylor
Eric Fauerbach
Lisa Hatter
Pamela Dabney
Cynthia Sheets (Greeter)

Ward 4:
Chief: Shannon Grogg
Asst: Nancy Hanna
Mary Anne Bennett
Alice Woods
Margaret Scott

Ward 5:
Chief: Alan Garrison
Asst: Shelia Beard
Steven Zander
Theresa Murphy
Lucy Gaines

CAP:
Chief: Jeff Jones
Asst: Judy Cook
Kayla Payne

CAP Alternates:
Rebecca Johnson (D)
Danielle Harris (R)
Debra O'Connell (U)

The Alternates will be chosen from the remaining individuals and will be chosen based on party affiliation. Ms. Goldsmith will start alphabetically.

Officer of Election Training will be held on Monday, October 25 at 10am, 2pm, and 5pm. CAP will be trained on Election Day at 9am. The alternative training day will be Saturday, October 23 at 10am.

Curbside Voting

Each Precinct will have wireless doorbells and pre-printed signs. For City Hall, curbside voting will utilize a sandwich board with a phone number. It will take place on Central Avenue near the Police Department.

We will need extra cones and a designated parking spot at each precinct. The bell needs to be accessible from the voter's car.

Ballot Bags at Polling Places

The Absentee Ballot Bags will be placed at the check-in desk so that two officers are able to monitor it. We will implement a Certification of Absentee Ballots that the Chief and Assistant Chief sign off on at the end of the night. The Absentee Ballot Bags will be locked up in the Registrar's office Election Night. The absentee ballot bags will be opened on Wednesday during the canvass and the ballots will be included with the absentee ballots to be counted on Friday.

Early Voting

Early Voting begins on September 17th. The hours will be 9am-5pm at City Hall. There will be two pollbook officers: one for the morning (9am-1pm) and one for the afternoon shift (1pm-5pm). There will be two machine watchers; one for the morning and one for the afternoon shift. The officers will primarily be Jason Long, Judy Cook, Glenn Graves, and Deb Pugh.

Early Voting machine needs to be tested. The date has not been set.

Drop Box

Mr. Long made the motion to have the Drop Box open from 9am-5pm and to have 2 Officers of Election, or the Registrar and an Officer of Election, check the box each evening at 5pm and sign off on the log sheet. Ms. Ahmadi Seconded.

Sunday Voting

Mr. Long made the motion that we not open the office for Sunday voting. Ms. Fitzgerald Seconded. Motion carried.

Preprocessing

Preprocessing must start on Tuesday, October 26th and continue for seven days, with the exception of Sunday. We will utilize a second voting machine for pre-processing. Two officers will be asked to assist from 5-6pm each day. Only ballots that do not need to be cured will be pre-processed. Saturday pre-processing will occur at 10am.

Announcements

The Western District VEBA meeting will be Saturday, September 11 from 10am-2pm.

The Electoral Board will meet at Booker T. Washington on Friday, October 29 at 10am to organize materials for the precincts.

The next meeting will be upon the call of the chair.

Motion to adjourn at 4:33pm.

Respectfully Submitted,

Anne Taetzsch Fitzgerald
Secretary, Staunton Electoral Board