

STAUNTON ELECTORAL BOARD

P.O. Box 58

Staunton, Virginia 24402

(540) 332-3840

Anne T. Fitzgerald
Secretary
(540) 255-5398

BOARD MEMBERS
Glenn A. Graves, Chairman
Thomas W. Long, V.
Chairman

July 23, 2020

Electoral Board Meeting

Members Present:

Glenn Graves, Chair

Tom Long, Vice Chair

Anne Fitzgerald, Secretary

Guests Present:

Molly Goldsmith, Registrar

Glenn Graves called the meeting to order at 1:03pm. Anne Fitzgerald called the roll; all members present. Mr. Graves asked Mr. Long to lead the Pledge of Allegiance.

Ms. Fitzgerald made a motion to approve the agenda with 2 changes; Mr. Long seconded. Motion carried.

Mr. Long made the motion to approve the minutes from the June 24, 2020 canvass. Mr. Graves seconded. Motion carried.

New Business:

New Business

A. November Elections

I. Polling Precinct Availability all precincts are available with one exception. Ward 2 at Christ United Methodist Church. Our previous resolution to move Ward 2 to the Gypsy Hill park Gym only lasted through June. Mr. Long made a motion that we pass a resolution (attached), to continue to have Ward 2 vote at the Gypsy Hill Park Gym, located at 116th Regimental Drive, Staunton, to expire December 31, 2021. Ms. Fitzgerald Seconded. Motion carried.

II. Election Day Staffing

- a. Our goal is to have 8 Officers per polling location.
- b. The registrar will send a letter of inquiry to all Officers of Election, determining availability and intent to work the November election. Responses should be returned by September 1st.

III. Overseas ballots will be sent August 31.

IV. CAP:

- a. Tentatively considering 3 teams of 3 for Election Day, along with the Chief.
- b. One team of 3 for Friday.
- c. The city drop box was used during the May and June elections. However, access is not only limited to the Registrar. We will await a decision from ELECT; however we will not use the municipal box on the corner of Beverley and Central.

V. Training:

- a. Update current training to reflect new laws.
- b. Invite Party Chairs to our training.
- c. Add info about absentee ballots
- d. Training will occur on Wednesday and Thursday October 28 and 29th.

VI. Advertising for November Election:

- a. Facebook and News Leader
- b. Target Registration, in-person absentee balloting, and absentee ballots
- c. Will advertise the ballot tracker

VII. Supplies:

- a. Need 2 handicap parking signs for Ward 2/3
- b. Will order 5 more plexi-glass shields

B. Registrar's Report

I. Pre-processing was discussed.

- a. Ms. Goldsmith would like to start this in October.
- b. For pre-processing, we would bring CAP in the week prior to the election. Hours to be determined.

II. In-Person Absentee Balloting

- a. Polls will be open from 9am-5pm.
- b. Ms. Goldsmith will order 2 voting booths.
- c. The proposed voting will occur in the lobby. Each night the voting machine will be secured in the Registrar's office.
- d. An assistant registrar will be working in the lobby and monitoring the poll booth.
- e. Staffing needs will be 1 full-time and 3 part-time employees for 45 days.
- f. Electoral Board would like to schedule a meeting with the City Manager to discuss in-person absentee voting. Topics include balloting should City Hall close, budgetary concerns, and Ward 2.

C. Registrar Performance Review

Mr. Long made a motion to go into closed session for the purpose of discussing Ms. Goldsmith's Annual Performance Review. Mr. Graves seconded. Motion carried.

Ms. Fitzgerald made a motion to certify that only the business discussed was that pertaining to the original motion.

Mr. Graves: Aye

Mr. Long: Aye

Ms. Fitzgerald: Aye

The meeting adjourned at 4:48pm.

Respectfully Submitted,

Anne Taetzsch Fitzgerald
Secretary