

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

August 21, 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 2:00pm. 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 one change (to address Old Business prior to New Business); Mr. Long seconded. Motion carried.

Mr. Graves made the motion to approve the minutes from the July 23, 2020 meeting. Mr. Long seconded. Motion carried.

Old Business:

A. Report from Registrar

I. Absentee Ballot Update

- 1500 requests for ballots have been received thus far.

II. Staffing Needs

- Staffing levels are sufficient.

III. 45 Day In-person Voting

- There have been a lot of requests from Officers of Election to work 4 hour shifts; we can utilize them for the 45 Day in-person.
- As November approaches, there will be a need to appoint Officers
- City Manager Steve Rosenberg approved of the flow in the lobby.
- Parking: the Registrar's office will need to purchase tokens for both voters and election officers for parking validation in the garage.
- If City Hall closes to the public due to COVID, the lobby will remain open for voting.

IV. Ward 2 Precinct Change

- Department of Elections has approved the change of Ward 2 to the Gypsy

Hill Park Gym, through December 2021.

- Ms. Goldsmith is working with Lee Cilimberg on communications regarding Ward changes and general election messaging to voters.

B. Pre-processing of Absentee Ballots

- I. Ms. Goldsmith will schedule once training from Virginia Department of Elections has provided training.
- II. There will be a minimum of three Officers of Election to open the ballots and scan them into the voting machine. This will begin one week prior to the election. Jeff Jones will serve as Chief and Judy Cook will serve as Assistant Chief. The recommendation is to have both a Democratic and Republican Officer serving as well.

New Business:

- I. \$56,278 of CARES Act funding has been designated to the City of Staunton, for elections, through December 31, 2020. Money can only be used for COVID-related election activities.

II. General Assembly Special Session Legislation

a. Drop Boxes

Mr. Long moved that we authorize the purchase of the model 600 Drop Box. Mr. Graves seconded. Discussion was as follows:

- i. Ms. Goldsmith advised that she had a meeting with Mr. Rosenberg. Mr. Rosenberg has advised that Ms. Goldsmith wait to purchase drop boxes following direct guidance from either ELECT or the General Assembly.
- ii. As of the date of this meeting, the minimum turn around for delivery of drop boxes is a minimum of 6 weeks.
- iii. Ms. Fitzgerald made a friendly amendment that we add the language: “and a security camera”. Motion is as follows: The Electoral Board authorizes the purchase of the model 600 drop box, and a security camera, upon the authorization by law or by the Virginia Department of Elections. Mr. Long and Mr. Graves agreed to the friendly amendment. Motion carried.

b. Postage for absentee ballots

- i. The General Assembly is considering legislation to mandate that the registrar provide postage for the return envelopes.

c. Absentee Ballot deficiencies

- i. Should the legislation pass, the registrar’s office will be responsible for pre-processing ballots as they come in to verify that all required information is included.

III. Voter Outreach

- a. Mr. Long has reached out to Nate Collins, principal of Staunton High School, and offered to come in and speak with the seniors regarding voter registration.
- b. Ms. Goldsmith has been in touch with Brightview Senior Living, and will be holding an informational session for the residents.

Ms. Fitzgerald made a Motion to adjourn. Mr. Long seconded. Motion carried. Meeting adjourned at 3:05pm.

Respectfully Submitted,

Anne Taetzsch Fitzgerald
Secretary, Staunton Electoral Board

DRAFT