

APPROVED

Galax City Electoral Board Meeting Minutes

August 8, 2016, 2:30 p.m.

The Galax Electoral Board was scheduled to meet at 2:30 p.m. in the Galax City Registrar's office. Since Melba Knox was not present, she was contacted and she had forgotten the meeting. The meeting was called to order by Chairman Norma Haynes, Chairman at 2:53 p.m. with Melba Knox, Sylvia Richardson, and Stacey Reavis, Registrar present.

Melba Knox read the minutes from the June 14, meeting. Sylvia made a motion to approve the minutes and Norma seconded the motion.

Stacey gave the Board an updated list of Officers of Election. Contact had been made by Stacey with Dorothy Carper and Frances Carmody, both of whom had worked in previous elections and desired to work in the November 8, 2016, Presidential Election, so they were added. Three other interested prospects had turned in information forms including Gwendolyn Seay, Keely Dezern, and Jeneba Bonsu in that order. Board members will contact each and discuss duties, time involved, and other pertinent information...Sylvia- Gwendolyn, Norma-Keely, Melba- Jeneba. Darlene Young expressed an interest, so we are waiting on her to return the form.

Stacey gave Sylvia and Melba a booklet with pertinent information from the Virginia Elections Conference in Richmond, VA June 28-30, 2016 and a copy of the Virginia Election Laws - 2016 edition. Norma and Stacey had attended the conference.

Stacey displayed several "I Voted" stickers for our perusal. The Board voted in one accord on the stickers displaying the word freedom. Also pins for the Officers of Elections especially for this election were displayed. Sylvia made a motion to buy these. Motion passed. Stacey will order both of these for election. Stacey also mentioned new pins identifying officers. The Board felt traditional pins used in past were okay.

Stacey mentioned her husband would be having an operation in the near future, maybe before the election. She will be trying to do as much election preparation as possible before. If operation occurs before election, Stacey will plan to work in accord with substitutes, Elaine Schaeffer and Peggy Chappell in her office and the Board, so the election will go smoothly. She should find out operation date on September 27. Training sessions for new and experienced officers were discussed. The final training session would be November 1.

The "to do list" for elections was discussed as it pertains to November 8, 2016 drawing attention to each board member's responsibilities and contact to officers' availability for November 8. Contact will be ...Sylvia- East, Norma-North, Melba- South and CAP. Board members will contact officers as soon as possible and report back to Stacey.

The deadline for ID requirement for a provisional ballot will be extended to Monday, November 14 due to Veterans Holiday.

In the Richmond meeting it was discussed, that officers should not tell “voters to go home to get your ID you cannot vote”. Because technically a voter can do a “Provisional vote” which would still require an ID would have to be submitted at a later time. Remind a voter when appropriate a photo ID can be obtained at Registrar’s office. It would save time to bring photo ID at time of voting.

Touch Screen Testing will be September 20, Tuesday 2:30 p.m. in conference room.

PCU Test and Seal will be September 19, Monday 9:00 a.m. One Electoral Board member required.

An invitation to a VEBA regional meeting at Bedford VA on September 13 10:30 a.m. to 2:30 p.m. from Sherman Cain, VEBA District Director was discussed. No agenda was presented.

Randy Butcher relayed to Stacey that receptacles at East along wall were okay, if Board wanted to reconfigure voting booths. Privacy screens are being constructed.

A copier is needed for East. Stacey will contact Chris Young the IT person for the city for help in securing one for the day.

Supply cases cannot be completed until late October so that date cannot be determined.

Minutes marked Draft can be given to Stacey on a thumb drive in order for her to put them on City site for the public.

Next meeting will be September 19, 9:00 a.m.

Norma made the motion to adjourn the meeting. Meeting adjourned at 4:00 p.m.

Respectfully submitted,

Melba M. Knox, Secretary