

Galax City Electoral Board
February 17, 2021, 1:30 pm

The Electoral Board met in the Registrar's Office with David Phipps. C.C.Kurtz called the meeting to order at 1:53 pm. with Melba Knox present. Sylvia Richardson was not present due to bursitis attack. The purpose of the meeting was to discuss cost and balance as related to the Budget and to discuss Officers of Election for the year 2021.

The minutes of the January 27 meeting were read and approved.

David reported he had sent letters to potential poll workers regarding oath taking and the responsibilities.

The deadline for the preliminary budget for FY 22 to be submitted to the City Manager is February 19. David had a budget prepared for the Board regarding the November 2, 2021 General Election, May 3, 2022 General Election and June 14, 2022 Primary Election. The Budget covered:

- A. Salary for Electoral Board
- B. Temporary help for elections based on the changes in precincts
- C. Maintenance Service contracts
- D. Advertising
- E. Mileage
- F. Meals and Lodging
- G. Training / Development Registrations
- H. Dues and Subscriptions
- I. Office Supplies
- J. Other Operating Expenses

Due to Covid -19 future expenses are very tentative.

The Board felt the pay for Chief should be changed to \$200 and Poll workers to \$165. CAP Chief should change to \$165 and CAP workers to \$121. For Early voting Precinct the hours should be 9:00 am 4:00 pm. The Officers of Election will work from 8:30 AM until 4:30 PM due to the daily set-up and shutdown of the equipment. Pay will be \$11.00 per hour.

Meeting adjourned at 3:40 P.M.

Respectfully submitted,

Melba Knox, Secretary

Addendum: February 25 David Phipps, Registrar, C. C. Kurtz and Melba Knox, representing 2 Electoral Board Members,(in the presence of a representative from the office of the Clerk of the Court) accomplished the required procedures, as determined by the Virginia Board of Elections of VA , at Independence VA for the Audit of the 2021 Presidential Election. Galax City had everything in order as required.