

**APPROVED**

Galax City Electoral Board  
March 19, 2019, 2:30 p.m.

C. C. Kurtz, Sylvia Richardson, and Melba Knox met with Stacey Reavis in the Registrar's office. Sylvia called the meeting to order at 2:30 p.m.

The Board welcomed C.C. Kurtz, the new appointee. The Board elected officers. C. C. Kurtz was elected Chairman, Sylvia Richardson, Vice Chairman and Melba Knox, Secretary.

The minutes from the February 5 meeting were read by Melba and the Board approved them.

Sylvia and Melba discussed some topics from the VEBA Conference, including Early Voting for 2020 Election, Using visuals like Bar graphs and Power Point when asking for an Increase in Funds to show needs, Upcoming Audits in a 5 year period, and other topics to help with elections.

An overall discussion of local meetings and the State meeting in Richmond for training in June was discussed.

Stacey distributed a tentative list of **Officers of Election for 2019-2020 March 19** based on the information available. The Board discussed possibilities for poll workers. Stacey had letters for reappointment mailed and received, with only three members not returning them. Melba will remind Doris Adkins and Sylvia will contact Robin Fincher and Darlene Young. Regretfully, Bill Saal had passed away. Darla Mays and Jane Ward had decided not to return as poll workers. On the positive side, Gary Carter will be returning after extensive medical treatments.

We are awaiting word concerning, if a Primary Election will be needed June 11, 2019. The City Council Special Elections to replace resigning members, and Election of Soil and Conservation Representative for Grayson and Carroll Counties requiring 2 ballots depending on the location of the home of the voter in Galax, will be in November.

Stacey distributed a copy of our **Budget for Electoral Board** for the year July 1, 2019- June 30, 2020. The State of Virginia Legislation decided to pass a law for early voting in 2020, so our budget for that extra expense was not in the budget for 2019 sent to the City Council. Generally, Galax City, through our requests in the budget must cover expenses for personnel in 4 elections for 6 people at each precinct, warranties on equipment, software, hardware, preventive maintenance, batteries, dues, training expenses, local and on the State levels, audits, office supplies, ballot printing, batteries, etc. The turnout of voters will decide number of ballots to be printed.

The Board felt that the Chiefs needed to be strong and relied upon by poll workers, since sometimes anxiety is created and hinders the Chief's confidence. The Board has complete confidence in the selection of the Chief and workers need to support and not create stress.

Stacey distributed a form for the Secretary to officially be **Authorized to Reproduce Ballots**. The secretary would give approval for the reproduction of ballots to each precinct, if necessary in an election. The Board passed the appointment of Melba Knox to give this approval.

Stacey also distributed **Chapter 13 Provisional Ballots Instructions and Chapter 14 Canvas**.

A discussion of the malfunctioning of one of the scanners, several times occurred. If it does not function properly now, we will ask Keith Barker , Galax City Manager to request a new replacement from the company.

Sylvia's term as Southwestern District Chairman was completed and Sherman Cain was elected at the VEBA meeting. We appreciate Sylvia representing our District.

Meeting adjourned at 3:30 p.m.

Respectfully submitted,

Melba M. Knox, Secretary