

DRAFT

RAPPAHANNOCK COUNTY ELECTORAL BOARD

MINUTES OF MEETING HELD ON JULY 11, 2016

A meeting of the Rappahannock County Electoral Board was held on July 11, 2016 commencing at 11:04 a.m. In attendance were Board members Denise Chandler, Chairperson, Alma Viator, Vice Chairperson and Hurley Smith, Secretary, constituting a quorum for the transaction of business, and Kimberly McKiernan, Director of Elections.

Minutes of the meeting held on February 16, 2016 and Minutes of the meeting commenced on April 13, 2016 and continued on various dates thereafter were presented to the meeting and were duly approved.

The Board reviewed the portion of the County budget for 2017 pertaining to the Director of Elections and the Electoral Board to confirm that it corresponded with amounts approved by the Board of Supervisors at its meeting on June 6, 2016.

The Board next discussed new requirements for the publication of minutes of Board proceedings that became effective July 1, 2016.

The Director of Elections presented to the Board a copy of the constitutional amendment proposed for the November election, containing a description of the amendment prepared by the State Department of Elections. A discussion ensued regarding various methods of informing voters of the proposed amendment prior to the election to facilitate efficient voting.

The Director of Elections then presented to the Board a document detailing laws relating to elections that had been enacted in the most recent legislative session including, inter alia, law making all registrars full time, officer of election required training, reassigning duties of electoral boards, posting of electoral board minutes, and required retirement of all DRE voting machines by 2020.

The meeting then proceeded to a review by Board members of various topics that had been presented at recent GREB training sessions and the applicability of these topics to required officer of election training as well as a general discussion of training subjects to be covered prior to the presidential election in November.

The Director of Elections then presented a list of Rappahannock County election officials and a discussion ensued regarding appropriate assignments. The Director commented that there was a need to recruit several more election officials and a discussion commenced regarding possible methods of increase recruitment, including outreach to and meeting with political parties, community organizations, churches, etc.

At this point , the Director of Elections left the meeting.

Upon motion duly made, seconded and unanimously carried, the Board commenced a closed session pursuant to Section 2.2-3711(A) (1) of the Code of Virginia to discuss mandatory director of elections performance evaluation. After discussion, upon motion duly made, seconded and unanimously carried, the meeting was adjourned to reconvene on July 13, 2016 at 3:00 p.m.

The meeting was reconvened on July 13, 2016 commencing at 3:00 p.m., with all Board members present to continue the performance evaluation referred to above. After finalizing the mandatory performance review the meeting was adjourned at 4:40 p.m.

The undersigned signatures hereby witness, confirm and certify, that in the closed sessions referred to above, only business matters lawfully exempted from open meeting requirements were heard, discussed or considered by the Electoral Board.

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Denise Chandler

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Alma Viator

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Hurley Smith