City of Martinsville
Electoral Board Meeting
July 20, 2016

Members Present: Kathy Lawson, Chair; Artis Law, Vice Chairman; Rachel Beneke, Secretary; Cindy Barbour, Registrar.

Meeting Called to order at 8:20 AM.

Agenda was adopted as provided by Registrar.

Approval of Minutes: Electoral Board meeting of May 11, 2016.

Unfinished Business:

- **November 8 Election:** Clarification of the Constitutional Amendments which will be on the ballot is needed for voters, so they may be prepared to cast votes in a timely manner. Secretary, Rachel, will contact Martinsville Bulletin editor to request publishing of the VA DoE's explanatory write-up ahead of the election.
- Reviewed Officers of Election list, with discussion of several positions and reassignment possibilities. IE, resolved to ask two EOs from Precinct 1 to consider serving as co-chiefs.
- **Reviewed Precinct Data:** Record of registered voters in each precinct, and record of voter turnout in Precincts 1 and 6, over past 6 Presidential Elections, to assess what is needed this year and possible precinct reorganization after. Noted that Precinct 6 currently has fewer than 500 registered voters.

New Business: Some relevant points from VA Elections Conference in Richmond - Annual Training Event:

1. Training Requirements for new and all Officers of Election (OEs). Will be standardized and must be done in first year of each 3-year term.
2. Powerpoint presentations of sessions are online for review (most).
3. New Voter Registration form has simpler and clearer questions. We are watching changes which may be coming after resolution of the recent restoration of voting rights to felons, regarding their registration.
4. New regulation on Electoral Board minutes: minutes must be posted on public site 10 days before, in draft form, and 10 days after each meeting, as approved. Goes into effect July 1.
5. Possibly of importance to our future plans is a new program which uses "components off the shelf" to build simple voting systems to connect to a secure scanner/counter. Still in experimental stages, but could be more economical than current systems being studied.

Registrar's Report:

1. City Council candidates: Full list now of 6 candidates, including our Board member, Kathy Lawson. The Board agreed that, to insure integrity of the November election, Kathy will refrain from any hands-on operations of voting machines. The other two Board members will stand in for her as needed on Election Day, and at the Canvass and Certification of the Election.
2. Two more voting booths were purchased for Precinct 5, to serve the high number of voters there.
3. Preparation for November election proceeding, with ordering of ballots planned for August. Registrar will order 100% of number of registered voters, to serve a possible minimum 70% turnout, allowing for spoiled ballots, etc.
4. Voter Registration by third party organizations will follow the same rules as last election requiring training-- online training and registry with VA Department of Elections, or pre-arranged training available in the Registrar's office.

Other: Registrar Evaluation. The Electoral Board signed the required evaluation of the Registrar's performance, and approval of her goals in the upcoming term of service. The Board was unanimous in scoring all the criteria as "excellent".

Next meeting date: Wednesday August 17, 2016, 8:15 AM.

Adjournment: Meeting was adjourned at 9:20 AM.

Respectfully submitted by Rachel R. Beneke, EB Secretary

Kathy C. Lawson, Chair | Rachel R. Beneke, Secretary | Artis M. Law, Vice-Chair