

**Harrisonburg City Electoral Board
Minutes
Monday – October 12, 2020
10:00 a.m.
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**Call to Order**

Meeting was called to order by Chair, Price-Stroble at 10:05 a.m.

**In Attendance**

**Electoral Board Members; Sandra Price- Stroble, Chair, William Ney, V. Chair, Jane Grant Burner, Secretary and Mark Finks, Director of Elections.**

**No Public Comment**

**Ney made a motion to approve the agenda and the motion was seconded by Grant Burner. All board members voted in favor.**

**Ney made a motion to approve the minutes from October 5th and motion was seconded by Price-Stroble.  
All board members voted in favor.**

**Quorum Present**

**Director of Elections Report**

- **New Laptop Poll Books have arrived and will now be programmed.**
- **Ballot boxes for city precincts for Election Day still need to be ordered.  
Merchandise is in short supply as every voting local in the state is in need of the boxes. As election officer will be assisting voters at the ballot boxes. The voters (B) envelope can be deposited into the ballot box. Each precinct will have directional signage indicating location of the ballot box.**
- **There will be approximately (16) chiefs, (46) returning OOE and (80) new OOE.  
Note: (OOE) Officers of Election.**
- **Training of (OOE) will take place October 19, 20, 21, 22 in rooms 11 and 12 in the City Hall basement and Friday the 23<sup>rd</sup> at Memorial Hall on JMU campus @ 395 S. High Street. Also, October 26<sup>th</sup> in rooms 11 and 12 in City Hall. Training times will start at 6:30p.m.**
- **Training for Officers of Election is mandatory.**
- **L & A Testing for the city precinct voting machines is scheduled to start at 10:00 a.m. in the basement of City Hall on Thursday - October 15<sup>th</sup>.**
- **A General Election Day Guide will be made available to all (OOE).**
- **The Harrisonburg City Public Works have been contacted as to pick up and delivery of the Election Machines on November 2<sup>nd</sup> at 2:30 p.m.**
- **Facility Use Permits for City Precincts will be sent/delivered to the precincts asap.**

- **The Virginia Department of Health as offered on-call health services, if requested, to deal with COVID requirements.**
- **The deadline to register to vote is October 13<sup>th</sup>.**
- **The Cap Precinct will have (2) or (3) teams of poll workers.**
- **Precinct Ballot Boxes will come back to City Hall on November 3<sup>rd</sup> with the voting machines.**
- **Any voting counts will not be released on the 3<sup>rd</sup> until 11:00p.m.**

**Closed Session**

**Price-Stroble made a motion and motion was seconded by Ney that the Board enter into executive session at 11:40 a.m. for the purpose of (i) reviewing security plans and assessing risks relating to our election process and procedures, including discussion of any necessary actions to mitigate those risks, as provided by Section 2.2-3711.A.35 and 24.2-625.1.B of the Code of Virginia, and (ii) discussion and consideration of personnel, the appointment of one or more current and prospective City of Harrisonburg Officers of Election.**

**All members voted in favor.**

**Recess ...**

**Closed Session started at 11:57 a.m.**

**Return to Public Session**

**Price-Stroble made a motion to return to Public Session at 1:20 p.m. and motion was seconded by Ney.**

**Certified Closed Session actions with Roll Call Vote.**

**Price-Stroble; yes, Ney; yes and Grant Burner; yes**

**RESOLVED, that to the best knowledge of each member of this Board (i) only public business matters lawfully exempted from the open meeting requirements of Chapter 37 (Virginia Freedom of Information Act) of Title 2.2 of the Code of Virginia and (ii) only such public business matters as were identified in the motion by which today's executive session was convened were heard, discussed or considered in the executive session.—.**

**Price-Stroble made motion to approve the new Officers of Election applicants and motion was seconded by Ney pending verification of applicants being Virginia Voters.**

**Roll Call Vote: Price-Stroble, yes; Ney, yes and Grant Burner, yes.**

**Final Business**

**The next Electoral Board Meeting is scheduled for Thursday – October 15<sup>th</sup> at 1:30 p.m. and Monday - October 19<sup>th</sup> at 10:00 a.m.**

- \* There will be no video from Council Chambers but public is welcome.**
- \* Masks and Distancing are suggested.**

**Adjournment**

**The motion was made by Ney and seconded by Price-Stroble to adjourn the meeting at 1:40 p.m. All voted in favor.**

**Respectively submitted,  
Jane Grant Burner, Secretary**

