

**Harrisonburg City Electoral Board
Minutes
Monday – January 23, 2023
9:00 a.m.
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**Call to Order**

**Meeting was called to order at 9:04 a.m.  
Meeting was held at City Hall in Council Chambers.**

**In Attendance**

**Electoral Board Members; Dave Wiens, Bill Call, and  
Jane Grant Burner. Mark Finks, Director of Elections.**

**Agenda was accepted by all.  
Minutes were accepted by all.**

**Director of Elections Report: ( refer to the attachment and bullet points below)**

- Proclamation read for Sandra Price-Stroble for her years of service to the Electoral Board.**
- Important dates were reviewed for (2023) for Harrisonburg City.**
- Policy Manuel for the office was discussed meeting the necessary standards.**
- Budget Process sent to City Manager, Finance Director and Deputy Finance Director**
- A Deputy full time Registrar request has been made to Human Resource Director (Rockingham Co. has two full time Deputy Registrar Positions w/60,000 voters**
- Clerk position in Registrar's Office currently not filled**

**Closed Session**

**Electoral Board went into closed session at 10:07 a.m. (all members voted in favor)  
Electoral Board came out of closed session at 10:20 a.m.(all members voted in favor)**

**New Business - None  
Old Business – None  
Webinar scheduled for July 12th**

**Next Business Meeting - February 13th at 9:00 a.m.**

**Meeting adjourned at 10:35 a.m. (motion made by Bill Call)**

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



**CITY OF HARRISONBURG**  
**VOTER**  
**REGISTRAR**

HARRISONBURG CITY HALL  
 409 SOUTH MAIN STREET, HARRISONBURG, VA 22801  
 OFFICE (540) 432-7707 • FAX (540) 432-7784

| <b>Important 2023 Dates</b> |                                                                               |                               |
|-----------------------------|-------------------------------------------------------------------------------|-------------------------------|
| <b>Date</b>                 | <b>Event</b>                                                                  | <b>Info</b>                   |
| 03/07/23                    | Deadline for Party to Decide Nominations Method                               |                               |
| 03/25 – 03/27/23            | VEBA Annual Meeting                                                           | In Roanoke                    |
| 04/07/23                    | Deadline for Party Candidates to submit paperwork for Primary                 |                               |
| 04/17/23                    | Campaign Finance Deadline                                                     |                               |
| 05/05/23                    | Start of Early Voting                                                         |                               |
| 05/30/23                    | Voter Registration Deadline                                                   |                               |
| 06/09/23                    | Last day to request mailed ballot                                             |                               |
| 06/10/23                    | First Day of Saturday voting                                                  |                               |
| 06/12/23                    | Campaign Finance Deadline                                                     |                               |
| 06/17/23                    | Last Day of Early Voting                                                      |                               |
| 06/19/23                    | Setup Precincts                                                               | On State Holiday (Juneteenth) |
| 06/20/23                    | Deadline for Independent Candidates to submit documents for General Election. |                               |
| 06/20/23                    | June Primary                                                                  | Polls open 5:00am – 7:00pm    |
| 06/23/23                    | Deadline to receive mailed ballots                                            | At 12:00pm                    |
| 07/12/23                    | ELECT Legislative Update Webinar                                              | At City Hall                  |
| 07/17/23                    | Campaign Finance Deadline                                                     |                               |
| 07/20/23                    | VA Election Workshop                                                          | At Double tree Midlothian     |
| 7/31 – 08/02/23             | VRAV Annual Meeting                                                           |                               |
| 09/15/23                    | Campaign Finance Deadline                                                     |                               |
| 09/23/2023                  | Start of Early Voting                                                         |                               |
| 10/16/23                    | Campaign Finance Deadline                                                     |                               |
| 10/17/23                    | Voter Registration Deadline                                                   |                               |
| 10/27/23                    | Last day to request mailed ballot                                             |                               |
| 10/28/23                    | First Day of Saturday voting                                                  |                               |
| 10/30/23                    | Campaign Finance Deadline                                                     |                               |
| 11/04/23                    | Last Day of Early Voting                                                      |                               |
| 11/06/23                    | Setup Precincts                                                               |                               |
| 11/07/2023                  | November General Election                                                     | Polls open 5:00am – 7:00pm    |
| 11/13/3023                  | Deadline to receive mailed ballots                                            | At 12:00pm                    |
| 12/07/23                    | Campaign Finance Deadline                                                     |                               |