

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

Meeting was called to order at 9:03 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.  
Visitors Present: Wife of Dave Wiens**

**Motions were made to approve Jane Grant Burner as Secretary, Bill Call as Vice Chair and Dave Wiens as Chair. Call made a motion to approve all Electoral Board Members and all members voted in favor of the appointments.**

**Wiens made a motion to approve the December 5<sup>th</sup> and November 9th Minutes.  
All voted in favor.**

**Director of Elections Report**

**Refer to Report Attached for specifics...**

- **Ballot on demand (\$6,000 to \$7,000 for software).  
This will be available to all precincts in the state.**
- **More laptops will need to be ordered (at least 4) for each city precinct. Three will be in use and one extra if needed.**
- **Staffing: A full time Deputy Registrar is needed and request will be made to the city.**
- **A special/additional Electoral Board meeting will be scheduled for Monday - January 23<sup>rd</sup>.**
- **Presidential Primary (2024) will need more funds to cover the costs of running the election.**
- **Equipment used is DS 2000**
- **A voting issue across the state was encountered with felons voting (1000 voted across the state) and Harrisonburg had (64 on record) but only (6) voted.**

***Wiens needed to leave the meeting early at (9:32 a.m.) due to a doctors appointment.***

**Updated voter rolls will be sent to the state.**

**Grant Burner sits on the VEBA (Virginia Electoral Board Association) Board. The concerns of Harrisonburg will be relayed to VEBA.**

**It is not yet known if there will be a Primary in (2023).**

**VEBA will hold their annual training at Hotel Roanoke from March 24-26. Grant Burner and Call will be attending.**

**Final Business**

**Next scheduled meeting will be held on January 23<sup>rd</sup> at 9:00 a.m. in City Hall Council Chambers.**

**Adjournment**

**Grant Burner made a motion to adjourn the meeting at 10:01 a.m.  
All voted in favor .**

**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

To: Electoral Board  
Re: General Registrar Report  
Date: 1/9/2023

1. Budget: We are currently in the process of crafting next fiscal years budget. If approved the new budget would take effect July 1<sup>st</sup>, 2023.

New Requests/ Increases

- More money towards advertising: With the 2024 election around the corner, we will need to start advertising this year to get more officers of election onboarded in time for the 2024 General Election.
  - Ballot on demand system: This would allow us to print ballots directly from the pollbook during early voting. This will help us issue ballots by the correct precinct. Also, we will need this system to give us the capacity to print more ballots in house because Same Day Registration (SDR) has made it all but impossible to accurately forecast our ballot order. We will need this system in place on election day in case the large number of unregistered students show up in mass to vote SDR.
  - Laptops: We will request funding to purchase 8 more laptops to be used for pollbooks, so that we are at a total of 8 laptops per precinct for the 2024 Presidential Election.
  - Staffing: We are requesting more funding for staffing. I would like to discuss this issue more in closed session. I'm requesting that this body take an official vote to recommend that the General Registrar's office should have at least one fulltime Deputy Registrar.
  - 2024 Presidential Primary: In the upcoming fiscal year we have the strong possibility of three elections (2023 General, 2024 Presidential Primary, 2024 VA Primary). We will need to request more funds to cover the costs of running elections, including staff overtime, ballots, machine programming, supplies, and officers of election. We will get partial reimbursement from the state for the funds used specifically for the Presidential Primary, how much we get reimbursed will be determined by the General Assembly this year.
2. Elected Officials: On December 21<sup>st</sup> local General Registrars had a meeting with Delegate Wilt, Senator Obenshain and their staff, as well as the staff of Speaker Todd Gilbert. We discussed recent challenges that our offices have faced and requested more funding for elections in general. It was a productive meeting, and I plan to be in touch with their staff as the General Assembly meets this session since I am now part of the VRAV legislative committee.
  3. Equipment: We will be sending the DS200 used for early voting to our vendor for diagnostic and possible maintenance



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4. Felon issue: The state alerted us to issues with the VERIS system at the beginning of December in relation to Felony records. Apparently, the system was not set up to handle people who had their rights restored and then reoffended. We were sent a list of 64 felon records, we cancelled these voters and mailed them letters.