

City of Harrisonburg Electoral Board

Minutes from Tuesday, April 2, 2024

9:00 a.m.

1. Call to Order: 9:06 a.m.
2. Welcome and Introduction: Mr. Rick Nagel, Chair of Republican Committee
3. Agenda: All voted in favor of approval
4. Minutes: All voted in favor to approve Electoral Board Activities and Minutes from March 3, 2024 through March 11, 2024
5. Report from Director of Elections: Detailed Report Attached
 1. Beginning stages of preparation for the June primary to be held June 18, 2024. The Registrar's Office has received documents from five candidates for the City Council Democratic Primary. Deadline to file documents is April 4. Early Voting begins on May 3, 2024.
 2. 2024 LESS: The Less document has been uploaded to ELECT.
 3. Will pick up our number 7 envelopes from the Clerk of Court for the March 5th Primary, after April 5, 2024. Return 7 Fed envelopes with consolidated voting machines files. General Registrar received five ballots returned by mail after March 8th that need to be included.
 4. Draft version of the 2024 Harrisonburg City Electoral Board Security and Policies & Guidelines was included for the members to read and make appropriate changes and officially adopt at the next meeting.
 5. No updates on budget submission.
 6. During the Street File Audit, and working with ELECT, a number of voters on Vine Street were in the wrong voting precinct. These will be adjusted in VERIS and letters will be sent to the affected voters. A few voters were registered in Harrisonburg that should have been in Rockingham. Worked with County Office and transferred these voters.
6. The List of new Officers of Election was given to Chair Bill Call, who in turn handed it to Mr. Rick Nagel, Chair of Republican Committee. Ramona Sanders, Secretary, will give a copy of this list to Mr. Alleyn Harned, Chair of the Democrat Committee, on April 8, 2024. This list will need to be approved at the next scheduled BOE Meeting for April 23, 2024.

6a. Closed Session @ 9:59 am

Motion made by Bill Call, Chair

Motion for closed Session Code of Virginia to review LESS and discuss Election Security practices pursuant to Section 24.2-410.2 Of the Code of Virginia

All voted in favor: Call – Yes, Grant-Burner – Yes, Sanders - Yes

6b. Motion made by Bill Call, Chair to return to public session @ 10:28 am

Statement: To the best knowledge of each member of the 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 business matters as were identified in the motion by which today's executive session

All voted in favor: Call – Yes, Grant-Burner - Yes, Sanders – Yes

7. New Business – New Business – IMPORTANT DATES ADDRESSED:
04/05/24 – Deadline for candidates to submit documents for June Primary, 04/15/24 - Campaign Finance Deadline, 04/29/24 – Early Voting Training, 05/03/24 – Start of Early voting ,05/28/24 – Last day of voter registration for June Primary, 06-07-24 – Last day to request a ballot by mail for June Primary, 06/15/24 – Final day of Early Voting, 06/16/24 – Setup pollbooks and ballots, 06/17/24 – Electoral Board set up precincts, 06/18/24 – Election Day, 06/19/24 – Start of Canvass, 6/20/24 – 6/22/24 – Finish Canvass, 06/24/24 – Take boxes to Clerk of Court, 07/18/24 – ELECT Training in Richmond
8. Unfinished Business – Member of the EB proof read the Harrisonburg City Electoral Board Security Policies & Guidelines and made suggested changes and additions.
9. Adjournment – All voted in favor of adjournment at 11:18 am

Next meeting date will be Tuesday, April 23, 2024 @ 9:00 am

Respectfully Submitted by Ramona N. Sanders, Secretary of City of Harrisonburg
Electoral Board
Tuesday, April 9, 2024