

**Harrisonburg City Electoral Board  
Minutes  
Monday – July 27, 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. Also, Mark Finks, Registrar.**

**Welcome Guests**

**Tammy Alexander and Keith Balmer, representing the Virginia Department of Elections in Richmond.**

**No Public Comment**

**Meeting was held in the Harrisonburg City Council Chambers, televised, due to City Hall being closed because of COVID 19.**

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

**Ney made a motion to approve the minutes, and motion was seconded by Price-Stroble. All members voted in favor.**

**Director of Elections Report**

- **Print Elect conducted annual maintenance on the voting machines and Ney observed.  
One of the machines has a broken lock and better protective measures during transport were suggested by Grant Burner. It was advised that the batteries in each machine need to be replaced every (5) years. Replacement due in January 2021.**
- **Training is taking place with the new Registrar by the Department of Elections on July 27<sup>th</sup> and July 28<sup>th</sup>.**
- **Budget review is scheduled by the new Registrar with the City Finance Department.**
- **Possible funding from the ‘Cares Act’ ear marked for November Election must be requested/submitted by July 31<sup>st</sup>.**

### **Unfinished Business**

- **Electoral Board completed annual training live on the internet 7/20 & 7/21.**
- **Processing of mailed ballots will be received until Friday Noon after Tuesday – November 3<sup>rd</sup>, this is a new mandated law.**
- **The public will get a ballot count on Tuesday evening (11/3/20)) after the polls close but an accurate count will not be given until after Friday Noon on (11/6/20).**
- **Absentee ballots must be postmarked by Election Day (11/3/20).**
- **Election Officers can be used for the (45 day period in person absentee voting process at City Hall).**
- **Laptop poll books used on Election Day have been serviced and upgraded. The city has (10) poll books with one spare.**
- **It was suggested that one more possible voting machine be rented for use on Election Day.**
- **Assistant Registrars need to be contacted as to possibly returning to their positions when the City of Harrisonburg permits part time employees to return to their city positions after layoffs.**

### **New Business**

- **Need to take inventory of supplies needed for November Election.**
- **Some voting records can now be destroyed per the policy of disposing records.**
- **A determination as to when ballots need to be ordered for the November 3<sup>rd</sup> Election will need to be discussed further. Print Elect will be contacted.**

### **Closed Session**

**Ney made a motion and motion was seconded by Price-Stroble that the Board enter into executive session at 10:40 a.m. as provided by Section and 24.2-625.1.B of the Code of Virginia, (ii) discussion and consideration of personnel, the appointment of one or more current and prospective City of Harrisonburg Officers of Election. All Board Members voted in favor.**

### **Return to Public Session**

**Price-Stroble made a motion to return to Public Session at 11:00 a.m. and motion was seconded by Ney.**

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

**RESOLVED, that to the best of 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.—.**

**Final Business**

**- The Next scheduled meetings for the Electoral Board will take place August 10<sup>th</sup> and August 24<sup>th</sup> at 10:00 a.m.**

**Adjournment**

**The motion was made by Ney and seconded by Price -Stroble to adjourn the meeting at 11:20 a.m. All Board Members voted in favor.**

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

