Harrisonburg City Electoral Board Meeting
Minutes
August 8, 2016
10:05 AM

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In Attendance

Sandra Price- Stroble, Chairman; Bill Ney, Vice Chairman; Jane Grant Burner, Secretary; Josh Humphries and Dr. Meg Mulrooney, JMU Representatives; JMU Mail Services Manager, Tina Custer; JMU Cheryl Meade, Assistant Mail Service Manager; and Joe Fitzgerald.

Agenda

Chairman Price-Stroble called the meeting to order at 10:05 AM.

Visitors - Josh Humphries and Dr. Meg Melroony were welcomed from JMU, along with Joe Fitzgerald.

A motion was made by Ney to approve the agenda as adjusted with the correction of two number nines. The motion was seconded by Burner. All board members voted in favor.

Ney moved to approve minutes from the August 22nd meeting and the minutes were seconded by Price-Stroble. All board members voted in favor.

Public Comment Session

Tina Custer spoke in reference to resolving the mail problem with Voter Registrations at JMU. It was stated that JMU is not an official Post Office as is the US Postal Service. It was also stated that mail will not be forwarded after six months by the US Mail. 800 S. Main Street mail will not be forwarded like non university residents.
Ney made a motion for Humphries to work with Registrar to assist with JMU and the Registrar to resolve the 800 S. Main Street/42 W. Grace Street, Harrisonburg, VA 22807 address issue. Motion was seconded by Price-Stroble. All board members voted in favor.

Mulrooney stated that campus registrations will take place in dorms and required informational seminars will be scheduled in dorm common spaces to coincide with 'Constitution Day' the third week in September. Registration Forms submitted will go directly to the office of Mulrooney and a coordination of delivery to the City Registrar's Office will be arranged. Ney volunteered to assist in getting voter registration forms from JMU to the Registrar's office.
On line voter registrations will be encouraged if the students cannot attend campus registrations.
There will be designated poll worker parking at the JMU Precinct. It was also mentioned that if JMU, or any city precinct, registers 5000 voters or more a new precinct with need to be created per the Registrar.
It was announced that the American Association of State Colleges and Universities will partner in the planning of a 'Watch Night Party' with live election results all evening at JMU on November 8th, 2016.
Extra poll workers are projected to be needed at the JMU precinct for the November 2016 Presidential Election.

Meeting recessed at 11:35 AM

Meeting reconvened at 11:50 AM

Open Session

- August 10 the Electoral Board will tour and assess all current precincts to establish needs for the **November 8, 2016** Presidential Election.

Public notice is not required for this tour according to Virginia FOIA 2.2-3700 and 2.2-3707. "All meetings shall be conducted in accordance with the requirements of the Virginia Freedom of Information Act (§ 2.2-3700 et seq.) unless otherwise provided by this section. Notwithstanding the public notice requirements of § 2.2-3707, ... The presence of two or more board members while .....,*current or potential polling places are being inspected,* ..... shall not constitute a meeting provided that no discussion or deliberation takes place that would otherwise constitute a meeting."

- **Protocol for possible establishment of new precincts was discussed. Official Code of Virginia addressed below:**

Code of Virginia
§ 24.2-307. Requirements for county and city precincts.
The governing body of each county and city shall establish by ordinance as many precincts as it deems necessary. Each governing body is authorized to increase or decrease the number of precincts and alter precinct boundaries subject to the requirements of this chapter.

At the time any precinct is established, it shall have no more than 5,000 registered voters. The general registrar shall notify the governing body whenever the number of *voters who voted in a precinct in an election for President of the United States exceeds 4,000*. Within six months of receiving the notice, the governing body shall proceed to revise the precinct boundaries, and any newly established or redrawn precinct shall have no more than 5,000 registered voters.

At the time any precinct is established, each precinct in a county shall have no fewer than 100 registered voters and each precinct in a city shall have no fewer than 500 registered voters.

- **Projected Election Officer Training Schedule Dates:**

Chiefs and Assistant Chiefs - October 24th

New Officers - October 25th
Organizational for All – November 1st
Make-Up Meeting [If necessary] – November 3rd

- **Price-Stroble will compose an informational letter to go out to the proposed Election Officers by September 1st.**

- **Testing of Voting Machines will take place 45 days prior to the November 8th Election.**

Registrar's Report was read by Price-Stroble.

- **Testing of voting machines to take place on September 19th @ 8:00AM.**
- **Elections Specifications [copy of Registrar's Report attached]**
- **Due to the 'Veterans Day Holiday' on November 11th, the final day of the Election Canvass will be held over to Monday -November 14th at Noon for the purpose of showing Voter's Identifications.**

Future Meeting

The next Electoral Board Meeting will need to be rescheduled for August 23rd at 3:00 PM from the previous scheduled meeting on August 22nd at 10:00 AM. The meeting will take place at the Harrisonburg's Registrar's Office at 409 S. Main Street, Harrisonburg, VA 22801.

Adjournment

With no further business a motion was made by Ney and seconded by Price-Stroble to adjourn the meeting at 12:30 PM. All board members voted in favor.

Respectfully submitted,
Jane Grant Burner
Secretary

Printelect performed our routine maintenance on all our DS 200 machines and all automarks. They are good to go for this election.

Bill Blessing would like to conduct the L&A testing and programming on the machines on Monday September 19th. I have informed Printelect that we will need our media and ballots by that date.

Ande came down to ask about responding to the letter he received from the Electoral Board . I told him he would need to respond to you. He did bring a letter in on Thursday morning addressed to the board and Bill Ney opened it. The letter is provided.

The Daily News Record reporter Tony Brown did come in on Thursday afternoon to look at paper filed campaign finance reports.

Please review the Election Specifications for Printelect. Let me know of you preference for the overvoted, undervoted and blank ballot conditions.

Printelect recommends the 14 inch ballot style.

State Board has decided to extend the deadline for submitting an ID to Monday, November 14th to accommodate the Veterans Day holiday.

Use of Facilities permits and 2017 election dates were sent to the School Board office for distribution to the schools. Stephanie Howard was mailed one for Simms and Josh Humphries picked the one up for JMU.

New Election Code books have arrived and are provided.