

**Harrisonburg City Electoral Board
Minutes
Monday – April 12, 2021
1:30 p.m.
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**Call to Order**

Meeting was called to order by Chair, Price-Stroble at 1:31 p.m.

**In Attendance**

**Electoral Board Members; Sandra Price- Stroble, Chair, Dave Wiens, V. Chair, Jane Grant Burner, Secretary and Mark Finks, Director of Elections. Also, Katrina Gerald, Assistant Registrar and Angela Clapp, representative from Civic Engagement at JMU.**

**No Public Comment**

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

**Price-Stroble made a motion to approve the minutes from March 22nd and motion was seconded by Wiens.**

**All board members voted in favor.**

**Quorum Present**

**Director of Elections Report**

- **Sample Ballots for the June (2021) Primary were approved.**
- **Ballots for June (2021) Primary Voting should arrive in registrar's office (4/12).**
- **Training sessions for Officers of Election are scheduled for April 21<sup>st</sup> and 22<sup>nd</sup> at City Hall in basement meeting rooms.**
- **Training for Precinct Chiefs is scheduled for April 19<sup>th</sup> at 6:00 p.m. in City Hall basement meeting rooms.**
- **Voting set-up for Thomas Harrison Precinct could be a problem if city schools are in session.**
- **Several concerned citizens of the public have met with the Registrar in reference to CAP Precinct Procedures after the November (2021 Election) .**
- **Adjustment in equipment updates deadlines have been extended to July (2022) for VDOE and laptops through end of (2021) year if staying with the same vendor. ADA Equipment change mandatory after July 1<sup>st</sup> and in place by November Election (2021).**

- **Currently witness signatures on mail in ballots are required.**
- **New “B” envelopes may be necessary for election.**
- **Gold Oath Forms will still be required if absentee ballot mailing was not received by mail.**
- **Posted Guidelines for ‘Curb Side Voting’ will be displayed inside and outside of voting areas. (Notice will reflect Sixty Five and Older and Disabled as qualifications for Curb Side Voting).**
- **New Absentee in Person Voting Hours at City Hall, starting April 23<sup>rd</sup> are 8:30 a.m. to 4:30 p.m.**

**Closed Session**

**Price-Stroble made a motion and motion was seconded by Wiens that the Board enter into executive session at 2:23 p.m. for the purpose of (i) reviewing security plans and assessing risks relating to our election process and procedures, including discussion of any necessary actions to mitigate those risks, as provided by Section 2.2-3711.A.35 and 24.2-625.1.B of the Code of Virginia, and (ii) discussion and consideration of personnel, the appointment of one or more current and prospective City of Harrisonburg Officers of Election. All members voted in favor.**

**Return to Public Session**

**Price-Stroble made a motion to return to Public Session at 2:50 p.m. and motion was seconded by Wiens.**

**Certified Closed Session actions with Roll Call Vote.**

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

**RESOLVED, that to the best 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.—.**

**Wiens made motion to approve the new Officers of Election applicants and motion was seconded by Price-Stroble.**

**Roll Call Vote: Price-Stroble, yes; Wiens, yes and Grant Burner, yes.**

**Final Business**

- **Election Build is scheduled for June 6<sup>th</sup> at 1:30 p.m. in Registrar's Office**
- **Primary Election Set Up for City Precincts by Electoral Board will take place from 12:00 noon to 6:00 p.m. on June 7<sup>th</sup>.**
- **Chamber of Commerce Annual Invoice for Electoral Board was approved for payment.**

**The next 'Electoral Board Meeting' is scheduled for 10:00 a.m. on Monday - April 26th.**

**Adjournment**

**The motion was made by Wiens and seconded by Price-Stroble to adjourn the meeting at 3:10 p.m. All voted in favor.**

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

