

Harrisonburg City Electoral Board
Minutes
Monday – March 8, 2021
10:00 a.m.
~~~~~

**Call to Order**

Meeting was called to order by Chair - Price-Stroble at 10:03 a.m.

**In Attendance**

Electoral Board Members; Sandra Price- Stroble, Chair, Dave Wiens, V. Chair  
Jane Grant Burner, Secretary and Director of Elections, Mark Finks.

**Guest Present**

Andrea Clapp with JMU Civic Engagement

- Motion made by Wiens to approve agenda and motion was seconded by Grant Burner. All members voted in favor.
- Motion was made by Wiens to approve the minutes as adjusted from February 8<sup>th</sup> and February 25<sup>th</sup>, 2021. Motion as seconded by Price-Stroble. All members voted in favor.

**Director of Elections Report**

- Interest forms have been mailed to prospective Officers of Election to serve in the upcoming June Primary and November Election. A minimum of (8) officers will be needed at each city precinct for the Primary.  
(2) chiefs, (1 to 2) poll book officers, 1 voting machine officer, 1 greeter, 2 cleaners
- Estimated that 60/70% voters will vote prior to Election Day.
- Risk Limiting Audit on February 25<sup>th</sup> was a success.
- Minimum Security Standards need to be met for safety. Standards were originally due March 1<sup>st</sup> and now an extension has been re-scheduled for March 10<sup>th</sup>.
- Annual Security Report is due annually and needs to be reviewed.
- Friday - April 23<sup>rd</sup> is the first day to vote in person absentee.
- Tuesday - May 17<sup>th</sup> is the last day to register to vote.
- Tuesday - May 28<sup>th</sup> is the last day to request a ballot by mail.
- Saturday- May 29<sup>th</sup> and June 5<sup>th</sup> open to vote early.
- Informational Ad will be submitted for publication in the Daily News Record specifying voting dates and times. Note: change of voter hours; 8:30-4:30 p.m.
- Registrar's Office will now have access to the DMV web-site.
- A new informational pass out brochure for voters has been created.

- Discussion concerning televised meetings was discussed and decision was tabled to next Electoral Board Meeting on March 22<sup>nd</sup>.
- General Assembly Budget will most likely sign into law a raise for Registrar's.

### **Closed Session**

Price-Stroble made a motion and motion was seconded by Grant Burner that the board enter into executive session at 10:45 a.m. as provided by Section and 24.2-625.1.B of the Code of Virginia, (ii) discussion and consideration of personnel. All Board Members voted in favor.

### **Return to Public Session**

Wiens made a motion to return to Public Session at 11:22 a.m. and motion was seconded by Grant Burner. All Board Members voted in favor.

The Chair called for certification of the Closed Meeting.

**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.—.

No action was taken.

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

### **Other Business**

Ordering of new equipment new equipment will take place after July 1<sup>st</sup>.

Poll Books, Software & Express Votes (ADA).

City Schools (office of Mr. McCail) have been notified of the date for the June Primary and the conflict that arises for city schools being open that day.

Next scheduled Electoral Board Meetings will be March 22<sup>nd</sup>.

### **Adjournment**

Price-Stroble made a motion to adjourn and motion was seconded by Grant Burner. All voted in favor.

Meeting was adjourned at 11:50 a.m.

Respectively submitted,  
Jane Grant Burner, Secretary

