

**Harrisonburg City Electoral Board
Minutes
Monday - May 10, 2021
10:00 p.m.
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**Call to Order**

Meeting was called to order by Chair, Price-Stroble at 10:00 a.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.**

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

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

**Quorum Present**

**Director of Elections Report**

- Thus far, (52) voters have voted at the City Hall Cap Precinct for absentee voting for the June Democrat Primary.
- The Assistant Registrar's have been trained on the poll books.
- City Precinct Layouts for the June Primary are needed. Simms Precinct Voters will be utilizing a new entrance.
- Voting Day Equipment Inventory will be created for City Public Works, to include voting machines and signage.

**Closed Session**

**Price-Stroble made a motion and motion was seconded by Wiens that the Board enter into executive session at 10:25 a.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.I.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**

**Wiens made a motion to return to Public Session at 12:30 p.m. and motion was seconded by Price-Stroble.**

**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 one new Officer of Election and motion was seconded by Grant Burner.**

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

### **Final Business**

- **Precinct assignments for Officers of Election were determined for the June Primary.**
- **Annual Revised Security Procedures were reviewed**
- **Officer of Election training will be scheduled for June 1, 2, & 3 at Simms. If training was attended in November then on line training will be accepted for the June Primary.**
- **Harrisonburg Police department will attend the next scheduled business meeting to review Harrisonburg City Security on Primary Day.**

**The next 'Electoral Board Meeting' is scheduled for 10:00 a.m. on Monday - May 24<sup>th</sup>.**

### **Adjournment**

**The motion was made by Price-Stroble and seconded by Wiens to adjourn the meeting at 12:45 p.m. All voted in favor.**

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

DRAFT