

January 6, 2022

CALL TO ORDER:

The Tazewell County Electoral Board met in the General Registrar's office, 2848 Riverside Drive, North Tazewell, Virginia on Thursday, January 6, 2022. The meeting was called to order by Chair, Cathy McClanahan at 2 pm. Present for the meeting was Director of Elections, Brian Earls, Deputy Registrar, Alicia Kitts, Secretary, Sherman Cain and Vice Chair, Irma Mitchell. No members of the public were present to observe the meeting. An agenda of business items was presented to the Board at the commencement of the meeting.

APPROVAL OF MINUTES:

A motion to approve the minutes from the prior Board meeting was made and seconded. The motion unanimously carried.

OLD BUSINESS:

JEWELL RIDGE PRECINCT: The Board of Supervisors has scheduled a public hearing on the Presbyterian Church fellowship hall being the permanent location for the Jewell Ridge precinct. The hearing is set for 6:30pm Tuesday, January 11, 2022.

FLAG POLE: The Board heard from Director Earls on the status of the erection of the flag pole currently stored in the voting equipment room. At this time an estimate is being, or perhaps has been prepared, by S.J. Kinser Company. Director Earls will follow up on the status of the estimate and seek the county administrators' approval to proceed.

NEW BUSINESS:

ELECTORAL BOARD REORGANIZATION: Discussions ensued pursuant to Virginia Election laws §24.2-106(b) requiring the board chairman and secretary to represent different political parties. Without any disagreement the unanimous decision was for Cathy McClanahan to serve as Chair, Irma Mitchell to serve as Vice Chair and Sherman Cain to serve as Secretary.

BUDGET FY 2022/2023: Director Earls discussed and provided copies of budget and expenditures year to date.

SECURITY: The Board discussed and continues to emphasize the importance of security in the equipment room. A motion was made to have motion detectors and cameras installed there. The motion was seconded and unanimously carried.

The Board also requested the Director to begin the process of replacing the obsolete dim lighting fixtures in the equipment room suggesting high bay LEDs which would provide excellent light at a cheaper operating cost.

ELECTION OFFICIAL PAY: The Board is mindful over the difficulty in attracting and retaining election officials. Accordingly, the discussion arose regarding a nominal increase in official pay to offset inflation and keep pace with the recent minimum wage increase. Following the discussion a motion was made to bump the base pay \$10.00 for official and chiefs. The motion was seconded and unanimously carried.

ASSISTANT REGISTRAR PAY: The issue of the base pay for the assistant registrar was addressed by the Board. Following the brief discussion a motion was presented to raise the pay to \$13.00 effective July 1, 2022. The motion was seconded and unanimously carried.

OTHER BUSINESS:

NEXT MEETING DATE: To be determined.

ADJOURNMENT: There being no further business a motion to adjourn was seconded and unanimously carried. The meeting concluded at 4:15pm.

Respectfully submitted:

Chairman

vice-Chairman

Secretary