

June 30, 2022

CALL TO ORDER:

The Tazewell County Electoral Board met in the General Registrar's office, 2848 Riverside Drive, North Tazewell, Virginia on Thursday, June 30, 2022. The meeting was called to order by Chair, Cathy McClanahan at 2pm. Present for the meeting was Director of Elections, Brian Earls, Deputy Registrar, Alicia Kitts, Secretary, Sherman Cain and Vice Chair, Irma Mitchell. In addition, one public member was 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:

ELECTRONIC POLL BOOKS: Director Earls advised the poll books are in. The training for the election officials on the set up and operation is on hold until the installation of Wi-Fi in the building.

FLAG POLE: The erection of the pole in front of the building has been completed by S.J. Kinser Company. Director Earls would like to have it illuminated for night display whereby the Board agreed it would be a nice addition. The Board recommended a hard wired set up for the light.

NEW BUSINESS:

BALLOT ON DEMAND: Director Earls and Deputy Registrar Alicia Kitts went over the BoD process pertaining to the central absentee operation. Discussions on costs and the purchase of the equipment was followed by the staff recommendation for the purchase of two units. A motion to approve was properly seconded whereby the motion unanimously carried.

ELECTION OFFICIALS: The Board reviewed and briefly discussed two recent election applications. Following a brief discussion the motion was made to accept both, properly seconded and unanimously carried. Accordingly, Nancy Adam-Turner and Melissa Addison were approved.

VEBA BOOT CAMP: The training is scheduled for August 24th in Blacksburg with further details to be announced.

NOVEMBER 8, 2022: Director Earls addressed the Board regarding the counties General and Special Election with updates on town council races. He advised the Special Election filing deadline is August 19th.

REGISTRAR ANNUAL EVALUATION:

The annual performance review of the General Registrar is due by August 1 each year. The Board Chair made the motion to go into executive session; the motion was seconded and unanimously carried. The purpose of the executive session was pursuant to and in compliance with §24.2-109.1 of the Code of Virginia which provides that the "electoral board shall conduct an annual performance review of the general registrar. Director Brian Earls then left the room while the Board discussed the review.

Upon conclusion of the business of the closed session Chair Cathy McClanahan made the motion to reconvene to open session; the motion was seconded and unanimously. Director Earls returned to the meeting room. The Tazewell County Electoral Board whereby adopted the following resolution read by Chair Cathy McClanahan:

Certification of Executive/Closed Meeting

WHEREAS, the Tazewell County Electoral Board has convened an executive/closed meeting on this date pursuant to an affirmative vote and in accordance with The Virginia Freedom of Information Act; and WHEREAS, 2.2-3712 of the Code of Virginia requires a certification by the Tazewell County Electoral Board that such executive/closed meeting was conducted in conformity with Virginia law; NOW, THEREFORE, BE IT RESOLVED, that the Tazewell County Electoral Board hereby certifies that, to the best of each member's knowledge, (i) that only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive/closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Tazewell County Electoral Board. Ayes: All three (3) Chairman Horton, Vice-Chairman Galumbeck, Secretary Cain; Nays: None (0) Absent: None (0).

Director Earls was summoned back to the room whereby the Board went over the unanimously agreed on performance review. The review concluded with the signing the review summary. The Board again thanked Director Earls with special declared acknowledgement, gratitude and praise for his exemplary work, professionalism and dedication serving the citizens the preceding year.

OTHER BUSINESS:

NEXT MEETING DATE: To be determined.

ADJOURMENT: There being no further business to discuss a motion to adjourn was seconded and unanimously carried. The meeting concluded at 4:10pm.

Respectfully submitted:

Chairman

vice-Chairman

Secretary