

October 19, 2023

CALL TO ORDER:

The Tazewell County Electoral Board met in the General Registrar's office, 2848 Riverside Drive, North Tazewell, Virginia on Thursday, October 19, 2023. The meeting was called to order by Chair, Irma Mitchell at 2pm. Present for the meeting was Chief Deputy Registrar, Alicia Kitts, Vice Chair, Richard Street, Secretary, Sherman Cain with Director of Elections, Brian Earls participating via telephone.

No members of the public were present at the beginning of 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.

UNFINISHED BUSINESS:

ADA CHECKLIST: The list of requirements for precinct ADA compliance was completed by Director Earls and submitted for approval of the Electoral Board. A brief discussion was followed by a motion to approve, properly seconded and unanimously carried. The required documents were then signed by the Board Secretary.

TRAINING SESSIONS: The schedule of dates and times for election official training was presented as follows: October 23 at 6pm; October 24 at 10am and 2pm. Chief and assistant chiefs training will be November 2 at 10am and 2pm. All three Electoral Board members will attend the October 23 session with at least one Board member attending each additional session.

PRECINCT VISITS: The Electoral Board members agreed to follow the same division of Election Day precincts visits as in prior years.

ABSENTEE PRE-PROCESSING: Mail in ballots will be pre-processed on Tuesday October 31 and on Friday November 3, both at commencing at 10am. Party chairs have been notified.

NEW BUSINESS:

ELECTION OFFICIALS: New applications received since the last board meeting were reviewed and briefly discussed. A motion to approve the list was seconded and unanimously carried. Approved were the following: Kayla Whitt, Angela J. Gills,

Santiago Almodovar, Janice Bowling, Heather Moore, Maggie Cremeans, Debra J. Griffith, and Kenneth Hicks.

MUNDYTOWN PRECINCT: Alicia Kitts declared efforts are on-going to correct some lighting and electrical issues identified during the July 18, 2023 inspection by the Director and Board members Richard Street and Sherman Cain. She advised house cleaning prior to Election Day is on schedule to be done.

BURKES GARDEN: Director Earls advised repairs to the building ramp access has been completed, however the cost of repair material exceeded original projections. Director Earls will speak with the Southern District supervisor for any available funds for reimbursement of the community member who paid for the lumber.

PUBLIC COMMENT: No member of the public attended the meeting.

OTHER BUSINESS:

NEXT MEETING DATE: The Board will meet in the Registrar's office at 7pm on Election Day and again commencing at 2pm on November 8, 2023.

ADJOURNMENT: There being no further business a motion to adjourn was seconded and unanimously carried. The meeting concluded at 3:15pm.

Respectfully submitted:

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Chairman

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vice-Chairman

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Secretary