

# NELSON COUNTY ELECTORAL BOARD

Meeting Minutes

July 6, 2021

## I. Call to order

Chairman Bailey called to order the regular meeting of the Nelson County Electoral Board at 10:01 am on July 6, 2021 at the Nelson County Office of the Registrar.

## II. Roll call

Chairman Bailey conducted a roll call. Present: Don Bailey, Chairman; Linda Hughes, Vice Chairwoman; Susan Greene, Secretary; and Jacqueline Britt, Director of Elections.

## III. Approval of minutes from last meeting

The minutes from June 7, 2021, June 9, 2021 and June 11, 2021 were approved as presented.

## IV. Old Business

### A. Website Update

The Office of the Registrar is continuing to work with CTCL on re-designing the Voter Registration and Election website, and the re-designed version will be rolled out prior to the November 2021 election.

### B. Personnel Matter and General Registrar Evaluation

Chairman Bailey moved that the Electoral Board of Nelson County go into closed session of the meeting as authorized in subsection A of § 2.2-3711, applicable exemption from open meeting requirements to discuss a personnel matter and to present the General Registrar's annual evaluation, and that the Director of Elections be allowed to remain in the room. The motion was seconded by Vice Chairwoman Hughes and unanimously approved by the Board. The Board went into closed session at 10:07 am.

At 10:54 am Chairman Bailey moved that the closed meeting of the Nelson County Electoral Board stand adjourned. The motion was seconded by Secretary Greene and unanimously approved by the Board. At 10:55 am Chairman Bailey moved that the meeting of the Nelson County Electoral Board reconvene in open session. The motion was seconded by Vice Chairwoman Hughes and unanimously approved by the

Board and a roll call was taken to certify the closed meeting. All members of the Board were present and each Board member certified that to the best of that member's knowledge, the meeting heard, discussed and considered only the personnel matter and the General Registrar's annual evaluation.

**C. EPB Demo**

EPB demos by KNOWiNK and Demtech will take place on July 16, 2021 at the Office of the Registrar beginning at 10:00 am.

**V. New Business**

**A. Candidates certified**

The Board reviewed the list of candidates certified for the local elections of Board of Supervisors and School Board as part of the November 2, 2021 General Election ballot.

**B. Records Retention/Shredding**

The Office of the Registrar is required by law to retain records for specific periods of time pertaining to each type of record. The Office of the Registrar is in the process of gathering appropriate records to be shredded.

**VI. Good of the Order**

**Sunday Voting**

Per HB 1968, the option for early in-person voting on the two Sundays prior to the election is to be decided by the Electoral Board in each locality. Chairman Bailey moved that the Office of the Registrar in Nelson County not be open for early in-person voting on the two Sundays prior to the November 2, 2021 General Election. Secretary Greene seconded the motion, and it was unanimously approved by the Board.

**VII. Adjournment**

At 11:31 am Chairman Bailey moved that the meeting be adjourned. The motion was seconded by Vice Chairwoman Hughes and unanimously approved by the Board. The next meeting is scheduled for Tuesday, September 7, 2021 at 10:00 am at the Nelson County Office of the Registrar.