

## NELSON COUNTY ELECTORAL BOARD

Meeting Minutes

October 15, 2020

### I. Call to order

Chairman Bailey called to order the regular meeting of the Nelson County Electoral Board at 10:00 am on October 15, 2020 at the Bridge Conference Room in the Nelson County Courthouse.

### 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

The minutes from September 1, 2020 were approved as presented.

### IV. Old Business

#### A. Officers of Election

All precincts are fully staffed with Officers of Election to work the General Election on November 3, 2020. Online and/or in-person training sessions will be held for all Officers of Election prior to the election.

#### B. No Excuse/Early Voting update

**Staffing for early voting-** Three Officers of Election have been conducting in-person early voting at the Registrar's Office, and things have been running smoothly.

**Pre-processing of absentee ballots-** Pre-processing of absentee ballots which have been received will occur on Saturday, October 17, at 9:00 am. It will be performed by two Officers of Election from opposing political parties along with the Assistant Registrar at the Office of the General Registrar. Both party chairs have been notified of the date and time that the pre-processing will occur.

### V. New Business

#### A. Absentee Ballot Certification

Certification of absentee ballots will occur on November 2, 2020 at 10:00 am in the Old Board of Supervisors Room at the Nelson County Courthouse.

#### B. Drop Boxes in precincts

As mandated by law for the November 3, 2020 General Election, Ballot Drop Boxes will be placed in each precinct on Election Day. The boxes will be located inside each precinct, in areas which are both convenient to voters and visible to Officers of Election.

#### C. Canvass

Canvassing of the election will begin on November 4, 2020 in the Old Board of Supervisors room at the Nelson County Courthouse.

**D. Funding Grants**

Funds from the Federal CARES ACT award were received, and most of the funds have been spent on office and election-related supplies. The Registrar's Office applied for and received grants from the Center for Tech and Civic Life and The USC Schwarzenegger Foundation. Funds from these grants will be used to purchase updated election equipment.

**E. Election Security**

Chairman Bailey made a motion: RESOLVED, that the Electoral Board of Nelson County enter into executive session for the purpose of discussion and consideration of Election Security, as provided under §2.2-3711 of the Code of Virginia. The motion was seconded by Secretary Greene and was unanimously approved by the Board. The Board went into executive session at 10:48 am.

At 11:05 am, Chairman Bailey made a motion that the Electoral Board of Nelson County reconvene in open session and RESOLVED, that to the best 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 were identified in the motion by which today's executive session was convened were heard, discussed or considered in the executive session. The motion was seconded by Secretary Greene and unanimously approved by the Board, and a roll call was taken to certify the executive session. Present: Don Bailey, Chairman; Linda Hughes, Vice Chairwoman; and Susan Greene, Secretary. The Electoral Board of Nelson County reconvened in open session at 11:06 am.

**VI. Good of the Order**

**Write-In Votes**

The Board reviewed the procedure for how Write-in Votes are captured and recorded.

**VII. Adjournment**

Chairman Bailey moved that the meeting be adjourned at 11:12 am. The motion was seconded by Vice Chairwoman Hughes and unanimously approved by the Board. The next scheduled meeting is Monday, November 2, 2020 at 10:00 am at the Old Board of Supervisors Room at the Nelson County Courthouse.

Approved: November 2, 2020