

MINUTES

City of Charlottesville Electoral Board Meeting of May 3, 2016

The meeting was called to order by the chair at 5:35 p.m. in the office of the General Registrar. Those present were Electoral Board members Anne Hemenway (Chair), Patricia Maruna (Vice Chair), and Jim Nix (Secretary), General Registrar Rosanna Bencoach, Deputy Registrar Katie Mauller, Assistant Registrar Melissa Morton and Assistant Registrar Patrick Cory.

The agenda was approved unanimously with the addition of one item, appointment of Officers of Election.

The minutes of the March 30, 2016 meeting were unanimously approved.

Appointment of election officials

Assistant Registrar Melissa Morton presented the board with applications recently received from six applicants wishing to serve as election officials. She also informed the board that applications had also been received from eighteen additional individuals, however, these applicants had not yet registered to vote in the city or were not yet registered at their current address. Their applications would be considered at future board meetings. The six applications in hand were reviewed by the board and the following individuals were unanimously approved for appointment:

Emily (Jenny) Mead
Linda M. Watson
William B. Martin
Charles T. Dunnells
Levonne Yountz
Morgan Bell

Voting equipment issues

Assistant Registrar Patrick Cory updated the board on the status of the scanner that had failed at Alumni Hall during voting in the March 1 presidential primary. This unit was shipped to Hart Intercivic for repair. It was recently returned but, upon testing by Mr. Cory, was found still to be malfunctioning and has been shipped back to Hart, which will either repair or replace it.

There followed a discussion on the need for purchasing additional scanners for the busiest precincts in order to deal with the anticipated high voter turnout in the upcoming general election. Mr. Cory presented projections of November 2016 voter turnout by precinct. Based on these data the Board recommended that four additional scanners be purchased for use in the busiest precincts, likely Walker, Recreation, Clark and Johnson. The registrar informed the Board that sufficient CIP funds remain available to cover the cost of the four additional scanners. This purchase would bring the scanner inventory to a total of sixteen including two that will be kept in reserve for emergency use.

Buford Precinct Move

The proposed move of the Buford Precinct from the Boys and Girls Club to the Media Center at Buford School is understood to have been approved by both the Buford school administration and the office of the Superintendent. A letter confirming this is expected to be sent from the Superintendent to the Electoral Board within the next week. Once the letter is received formal action to obtain City Council approval of the move will be undertaken with the assistance of the City Attorney. Informal approval by the council members will be sought by phone by the Electoral Board Chair and Secretary prior to a City Council town hall meeting at Buford School on May 19. That town hall meeting will provide an opportunity to inform affected voters of the planned change.

Report by the General Registrar

The General Registrar announced that Mr. Cory's position had been upgraded effective May 1 to a category that includes benefits. In addition, she informed the board that interviews of candidates to fill the vacant full-time Assistant Registrar position would take place during the week of May 9. Realignment of duties in the office was also discussed and the board expressed support for an office organization proposal drafted by the Deputy Registrar.

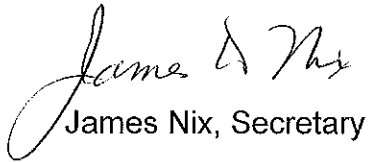
The schedule of training for Officers of Election for the November 8 general election has been set and the registrar will provide copies to the board members electronically. The schedule for in-person absentee voting has also been established. In addition to the normal weekday office hours between September 23 and November 4, the office will be open for absentee voting on three Saturdays, October 15 and 29 and November 5. Opening the office on October 15 will also provide a Saturday opportunity for voter registration just before the October 17 deadline.

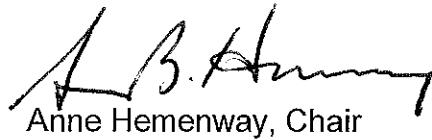
Executive Session


A motion by Ms. Hemenway, with a second by Ms. Maruna, was unanimously approved at 7:15 p.m. to move to executive session for personnel discussions. The meeting was reopened at 7:45 p.m. The board then certified by a unanimous recorded vote that only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were discussed in the closed session.

The meeting was adjourned at 7:50 p.m.

Respectfully submitted:


James Nix, Secretary


Anne Hemenway, Chair


Patricia Maruna, Vice Chair