

BOTETOURT COUNTY ELECTORAL BOARD

March 23, 2022

On March 23, 2022, a regularly scheduled meeting of the Botetourt County Electoral Board was held in the Registrar's Office in Fincastle. All members of the Electoral Board were present, as was Traci Clark, the GR/DOE. Chairman John Rader called the meeting to order at 2:03 pm.

Vice Chairman, Steve Vaughn, then moved to approve the minutes from the February 3, 2022 meeting, which had been previously submitted. The motion passed unanimously.

John and Traci then reported on the VEBA annual meeting which had been held last week at The Homestead. They both stated that the meeting had been a great success, and that it was especially good to see colleagues from around the state after two years of Covid 19 restrictions on meeting. John then reported on recommendations given on running local meetings, and on administering the state's Freedom of Information Act (FOIA). Traci reported her favorable impressions of the new Commissioner of Elections, Susan Beales.

Traci then reported on the implementation of Redistricting in accordance with the maps imposed by the Supreme Court of Virginia. ELECT had ordered certain localities, including Botetourt, to temporarily stop working in the VERIS database as priority needed to be established for those localities with more complex changes to their congressional districts. This stoppage was necessary to prevent the system from being overloaded.

Traci had made a public presentation on redistricting to the Board of Supervisors on March 22nd. There had been no public comment and the Board had seemed satisfied with the way things were proceeding. The plan is for all changes to take effect on July 1st, after which notice cards will be sent to the county's registered voters.

There will be a Republican primary election in the sixth congressional district on June 21, 2022. A candidate named Merritt Hale will be challenging incumbent Ben Cline for the party's nomination. Traci said that she had been recruiting PEOs for this election and this had been going satisfactorily. Training dates had been established and early voting begins on Friday, May 6th.

Traci then presented the Board with a proposed updated personnel manual for her office. Following discussion, Steve moved that Buck and Traci be appointed as a committee to review and comment on the new manual. The Board would tentatively plan to adopt it at its next meeting. The motion passed unanimously.

The Board then considered a proposed contract with Print Elect, the vendor of the county's voting machines. The contract was for the vendor to provide the county with paper products (ballots) for the next two years. Traci explained that we were experiencing shortage and supply chain problems with paper products and that she thought it wise to lock-in an adequate supply at an attractive price. Following discussion, Steve moved that the contract be approved. The motion passed unanimously.

Traci then asked the Board to go into closed session to discuss the county's required voting security plan per sec. 2.2-3711(A)(34) and to discuss the resignation of a member of staff and a possible replacement

per sec. 2.2-3711(A)(1). Steve so moved and the motion passed unanimously.

After 15 minutes the Board returned to open session. A roll-call vote was taken certifying that (1) only public business lawfully exempted from open meeting requirements and (2) only such matters as were identified in the motion convening the closed session, were heard, discussed or considered. No actions were taken concerning the matters raised in the closed session.

There being no further business to come before the Board, the meeting was adjourned.

Buck Heartwell, Secretary