

**MINUTES**  
**ELECTORAL BOARD CITY OF WILLIAMSBURG, VA**  
**December 3, 2019 1 P.M.**

CALL TO ORDER: 1 PM by Chairperson, Pam Legere

PRESENT: Chair, Pam Legere; Vice Chair, Cathie Allport; Secretary, Tom Mainor; Tina Reitzel, Registrar.

MINUTES –Election Canvass, Certification, November 6, 2019 Approved as CORRECTED.

**REGISTRARS REPORT:**

- ANNUAL APPLICATIONS COMPLETED FOR ABSENTEE VOTING sent out to Extended Care communities.
- Clerk of Court has all election material from November election.
- Provisional letters were mailed and voter credit given
- ‘Thank you’ cards to Officers of Election are being sent out by Haley and Tina.
- Notifications to elections officers for next year’s election
- Issues re/ animals in the voting place and the electioneering exclusion Forty Foot Line for precincts. (cf. election law ref. 24.2-310) Animals etc. local jurisdiction discretion.
- Capital Improvement 20-21 Budget has been submitted for possible 3<sup>rd</sup> Precinct. With “No-excuse” early voting, we need additional voting equipment, and additional officers of election. Early voting will also change the volume on Election Day. We considered a need to re-configure the Registrar Office space by relocating voting machine storage space. Will discuss with City Manager et, al.
- Budget Meeting on December 19<sup>th</sup> with City Manager and Treasurer.
- DMV Training for Tina and Haley, Thursday Dec. 5, Richmond.
- Doug Pons and Scott Foster have been informed of Campaign Finance issues to be resolved.
- Regional VRAV Meeting January 3, in Norfolk.
- VEBA Legislative Day January 21.
- Need to order ballots for primaries soon. 50%
- Tina attended a Security Webinar with Mark of I.T. If perceived threat comes in, Registrar and IT will share immediately. City has greatly stepped up its Security training overall.

**OLD BUSINESS**

- MEETING WITH POLITICAL PARTY AND CANDIDATE REPRESENTATIVES. CONSENSUS was that we should go to party.
- Pam will negotiate with Harris Teeter on Luncheon Costs for E.O.s.

**NEW BUSINESS**

- Cathie’s Reappointment was discussed. She will contact party chair to confirm desire to be reappointed
- Complaint: Third Party complaint concerned re/ outside-the-poll ballot-passing in Van (came 3 weeks after election). Complainant was unable to supply sufficient detail in order to address.

NEXT MEETING: January 7, 2020.

Meeting Adjourned 2:30 PM

Respectfully,

Tom Mainor, Secretary  
Williamsburg Electoral Board

