

MINUTES
ELECTORAL BOARD CITY OF WILLIAMSBURG, VA
MEETING June 2, 2020
10: 30 am Registrar's Office, Municipal Building

CALL TO ORDER: 10:30 am by Chairperson, Pam Legere

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

L&A Testing for the June 23, Republican Primary was conducted and completed.

MINUTES OF May 5, City Council Election Certification 2020 approved as corrected and emailed.

Report of General Registrar:

- Total number of ballots mailed for the Republican Party Primary as of today
- 61 mailed; 20 received back
- The Swearing in Ceremony for the new City Council Member is July 1st at 10am
- Postage budget is over budget but finance and City Manager are aware of it
- Information on where the June Primary will be held. See Andrew Trivette email

NEW BUSINESS

To add to the minutes: from Cathie Allport, taking Minutes after Tom Mainor had to leave. City Manager, Drew Trivette, joined the meeting to discuss possible locations for the June Republican Primary given the status of the pandemic and the status of plans for reopening communities. It was decided that the election would be held at the Firehouse. The May election worked well at the Firehouse. The Registrar and Board members felt a decision should be made so that we could begin to publicize the election and its location. Drew again offered City staff to work as Election Officers and traffic directors. Following the decision, Drew left the meeting and the Registrar and Board discussed any changes that should be made in conducting this election. We will use the same staff of Election community members: two chiefs, two EPB officers and the three Electoral Board members; we will use two Election Officers instead of three per precinct as "runners;" we will add a traffic director at the intersection at the back entrance of the firehouse; we will add signage for pedestrians and cyclists; the two chiefs will set up their tables on Monday afternoon. We will continue to use the zip lock bags to store ballots; we will attach "I voted" stickers to the clip boards. Cathie will bring paper weights. It was decided that Pam would order the same sandwiches, fruit and veggie trays, drinks as in May and Pam volunteered to supplement this with salads and desserts. Currently, we still have \$795 in the food line of the budget. However, we are over in postage.

The meeting was adjourned at 12:55.

Next Meeting June 24, Certification of Republican Primary Election, 1 PM.

Respectfully Submitted,


Tom Mainor, Secretary Williamsburg Electoral Board