

Augusta County Electoral Board Meeting  
Augusta County Government Center  
Registrar's Office Board Room  
August 4, 2017

The meeting was called to order at 9:00 a.m.

Ruth moved to approve minutes of July 6 meeting. Cliff seconded and the motion was approved unanimously.

Connie reported on the DemTech contract for the electronic pollbook software. The Electoral Board/Registrar now have to sign the contract for one year. Previously ELECT had the contract with DemTech but with certification of ELECT pollbook software localities continuing to use DemTech must pay for the software license. The county attorney raised an issue about the "termination without notice" provision – Connie will contact DemTech for that provision to be changed to "termination with 30 day notice." The board will revisit pollbook software after feedback from other localities using the ELECT software in November.

The board discussed the Crimora/Dooms precincts moving to the new Cassell Elementary School. ELECT advised that the Registrar does not have to mail notices to voters since the address of the old and new Cassell schools are the same. However, the county attorney advised that because it is a different "structure" the Board of Supervisors would have to pass an ordinance (which they did on July 26) and notices must be mailed to voters. The cost of mailing notices is approximately \$2,300 just for postage. After reviewing the county attorney's opinion and the Code of Virginia the Electoral Board will proceed with our original plan of mailing notices to voters.

Cliff and Ruth toured the new Cassel School with the principal and superintendent and with the chief officers of election at the Crimora and Dooms precincts. The board wants to avoid having two precincts sharing the same room and prefers Crimora vote in the gym and Dooms vote in the cafeteria. Ruth is meeting Candy and G.W. about accessibility and signs. The board also discussed possible media coverage to give greater public awareness of the changes.

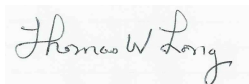
Recently the county administrator inquired if the Registrar's Office would be willing to issue passports because, effective September 1, the Augusta County Circuit Court will cease issuing them. Circuit Court Clerk Carole Brydger joined the meeting to explain the issuing of passports. The discussion included time demands for staff, budget, record keeping, space for files, and other concerns. After discussion, Ruth moved that we decline becoming a passport issuing office. Cliff seconded and the motion passed unanimously.

Cliff moved to approve Elizabeth (Beth Ann) Hinnant and Donna Houff as officers of election for a term concurrent with the present term of officers. Ruth seconded and the motion was approved unanimously.

To facilitate greater understanding of the process of maintaining and updating voter rolls, the board and registrar discussed ERIC, Cross Check, and maintenance of voter registration rolls. Connie provided the board with two ELECT documents -- "Annual List Maintenance Report July 1, 2015 - June 30, 2016" and the "List Maintenance" training packet used at the ELECT annual training conference.

The meeting adjourned at 10:55 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Thomas W. Long". The signature is written in black ink on a light-colored background.

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Tom Long, secretary