

Augusta County Electoral Board
Corrected and Approved Minutes of Meeting
May 16, 2019
Registrar's Office, Augusta County Government Center

- I. Call to Order. The meeting was called to order at 1:50 pm following successful completion of the Logic and Accuracy testing of the OVIs and OVOs for the June 11 Primary Election. Present were: Ruth Talmage, Chair; Marcy Reedy, Vice-Chair; Cliff Garstang, Secretary; Connie Evans, Registrar; and Robin Moyer, Chief Deputy Registrar.
- II. Approval of Minutes. Ruth moved approval of the minutes of the April 23, 2019 meeting. Marcy seconded the motion, which was approved unanimously.
- III. Registrar's Report.
 - A. "Vote Here" signs. Connie asked the Board to let her know if the precincts need any additional signs for the upcoming election. Cliff suggested that we use the Primary as an opportunity to assess what additional signage we'll need for the general election in November. It was noted that the wooden "Vote Here" sign from Craigsville, which we had thought needed to be replaced, merely needs to be repaired. On a related note, Ruth noted that the Crimora and Dooms precincts will be co-located in the gymnasium of the Cassell Elementary School, separated by tables as they have been in the past. An officer will be posted to direct voters to the correct entrance to the gym.
 - B. Quote from American of VA. Connie reported that she has received a price quote of \$7564.96 per event for our 2019 calendar year elections. Ruth advised Connie to make it clear to American that they need to contact our precinct hosts in advance of making deliveries and to let Connie know when deliveries and pickups will be made. Connie was already planning to do so.
 - C. Storage Room. Connie also noted that she will be discussing with American the need to keep the storage room better organized. She recently had Jerry inspect the storage room and they found it to be chaotic.
- IV. Continuing Business
 - A. Appointment of Officers of Election. The following officers of election were appointed with terms that will expire on February 28, 2022: Veronica YW Clark (Verona); Tanya N. Duh (Dooms); Nancy L. Ries (Wilson); Lynn T. Toth (Dooms); Jeffrey P. VanDerford (Wilson) and Leah Pfeiffer (Wilson).
 - B. Training. Connie received feedback from the Board regarding the training slides she sent out earlier this week and asked what we thought needed to be emphasized.
 1. It was felt that for Chiefs and Assistants we would need a demonstration refresher for the poll pads but not for the OVO/OVI, unless they ask for guidance.
 2. For the training planned for new officers, we'll do a demo of the OVO and OVI and the poll pads, but we will emphasize the roles that they'll most

likely be assigned to begin with--greeter and scanner officer, which require little expertise. It was felt that they'll get good on-the-job training from experienced officers on election day.

3. We discussed what would happen if officers have not completed their online training. It was agreed that Connie will report to the Board at our next meeting (May 30, immediately preceding that day's training) who hasn't done the training and we'll decide at that time if we need to contact officers to remind them that the training is mandatory.
4. Marcy recommended that we should talk more about emergency plans than we have done in the past, and that we also solicit emergency contact information from officers so that the chiefs will have someone to contact if necessary on election day. Robin noted that some bus tours have passenger fill out a contact form and hold onto to so that the group leader can find it there is a need for the information. It was agreed that this was a good solution that would give some comfort without violating anyone's privacy. Ruth will get a sample form from her husband who has used something like it in his work and will provide it to Connie, who will adapt it for our purposes. We'll give that to Chiefs along with the pay vouchers and officers will be asked to fill it out on election morning and hold onto their forms.

V. New Business.

- A. CAP. So far only 8 people have voted absentee-in-person on the machine and five absentee ballots have been received by mail (although about 29 have been mailed out). Consequently, it was agreed that our Central Absentee Precinct Officers can come in at 11:00 am on election day instead of 5:00 am. Marcy will let them know.
- B. Student Help/Equipment Custodians
 1. Connie said she'd like to have about five student helpers on Election Night. Marcy said she would reach out to the students who helped us before and, if necessary, Dan Tratnack, the teacher from Ft. Defiance who has helped us find students before.
 2. Connie will also need equipment custodians on Monday, June 10, for equipment distribution and all day on June 11. She has some possibilities but asked the Board to let her know if they think of other names who might be able to help out.

VI. Other Business.

- A. Public Comments. No comments were made by the public.
- B. Board Member Comments. Cliff and Marcy (joined by Connie and Robin) thanked Ruth for her work on the Electoral Board and her service to the citizens of Augusta County. It was noted that her retirement from the Board is effective May 17, 2019, and that no replacement has yet been named, as far as the Board is aware.

- VII. Next Meeting. The next meeting was scheduled for 5:00 pm, May 30, preceding the 6:00 training that day.
- VIII. Adjournment. The meeting was adjourned at 2:46 pm.

Respectfully submitted

A handwritten signature in cursive script, reading "Clifford Garstang". The signature is written in dark ink on a light-colored background.

Clifford Garstang, Secretary