

July 21, 2016

**MEMBERS PRESENT:** Chairman Archie Combs, Vice-Chair Woody Scott, Secretary Harry Monk, Director of Elections and General Registrar Yvonne B. Cook

**CALL TO ORDER:** A quorum was established and meeting was called to order at 2:00 P.M. by Chairman Combs.

**FIRST ORDER OF BUSINESS:** By a 3-0 vote, Board approved the final draft of Electoral Board Seal by Clark Printing. GR Cook was directed to contact Clark Printing to confirm approval of draft submitted and finalize pending order.

**SECOND ORDER OF BUSINESS:** Machine Custodian Phillip Campbell addressed the Board with concerns regarding distribution of machines for November 8, 2016 General and Special Elections. The Board directed Mr. Campbell to hire a college student if possible to assist with delivery and pick-up of voting equipment. The Board further directed Mr. Campbell to use his discretion in delivering machines based on weather conditions, school closures, etc.

**THIRD ORDER OF BUSINESS:** GR Cook notified Board of upcoming Special Elections on November 8, 2016. Currently Town of Honaker will hold a Special Election to fill Town Council seat and Town of Lebanon will hold a Special Election for three alcohol referenda. This will require additional programming fees of voting equipment for Lebanon Precinct. Final date for Circuit Court to order Special Elections for November 8, 2016 will be 5:00 P.M. on Friday, August 19, 2016.

**FOURTH ORDER OF BUSINESS:** Board discussed Voting Systems Security Plan. Each member was given a copy of Plan by GR Cook and asked to review and make any revisions prior to December 31, 2016.

**FIFTH ORDER OF BUSINESS:** Upon motion by Chairman Combs and seconded by Vice-Chair Scott and passed by a vote of 3-0, Electoral Board went into closed session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia for the Annual Performance Evaluation of GR and to discuss Election Officials for November 8, 2016 General and Special Elections. Upon a motion made by Secretary Monk, seconded by Chairman Combs and passed by vote of 3-0, Board reconvened in open session.

**SIXTH ORDER OF BUSINESS:** Board approved list of Election Officers for November 8, 2016 General and Special Elections as attached.

**ADJOURNMENT:** The meeting was adjourned at 3:00 P.M.

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Chairman

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Vice-Chairman

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Secretary

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