

**COUNTY OF HERNICO, VIRGINIA
ELECTORAL BOARD MEETING**
January 4, 2024

The Henrico County Electoral Board convened a meeting on Thursday, January 4, 2024, at 10:00 a.m. Those present at the meeting were:

PRESENT

Yvonne Smith, Chair, Electoral Board
Linwood Cobb, III, Vice-Chair, Electoral Board
Cathy Woodson, Secretary, Electoral Board
Mark Coakley, General Registrar, Voter Registration and Elections
Anne Marie Middlesworth, Deputy Registrar, Voter Registration and Elections
Leslie Funn, Management Specialist, Voter Registration and Elections
Tom O'Keefe, Public
Ken Vande Vrede, Public
Chris Pandel, Public
Karen Sowers, Public
Thomas W. Belvin, Public
Harry H. Kelso, Public
Douglas Clark, Public

Call to Order

The meeting was called to order by the Chair, at 10:00 a.m.

Public Comments

- 2023 Recount Election
- Election Official sign-up forms
- Absentee voter on Election day
- 2020 Election
- Code of Virginia Election Laws
- Electoral Board meeting schedule

Set numbers of Election Officials lines/EPBs

There will be two Election Chiefs for the March 5, 2024, Presidential Dual Primary Election. The Registrar distributed the election ballot spreadsheet for the Electoral Board members to review.

Number/locations of drop boxes

There are 5 drop boxes: Western Government office, Eastern Government office, Varina Library, Tuckahoe Library and Deep Run Recreation Center. The libraries have raised concerns about the inside drop boxes; therefore, the Registrar will purchase three extra drop boxes for outside installation. The cost will be \$11,000 total. The drop boxes will be monitored by video cameras 24 hours a day and the election officials will be responsible for drop boxes, as well. The library staff will not have any responsibility for the drop boxes.

On motion of Cathy Woodson and seconded by Mr. Cobb, III, and by unanimous vote the Board approves the Registrar's recommendation of installing outside drop boxes with security cameras at Varina Library, Tuckahoe Library and Deep Run Recreation Center

The vote of the Board was as follows:

Aye
Smith
Cobb, III
Woodson

Nay

Emergency Absentee Ballots- Monday, March 4, 2024 (8:00 a.m. – 2 :00 p.m.)

On motion of Linwood Cobb, III seconded by Mrs. Woodson, and by unanimous vote the Board approved to allow the General Registrar, on Monday, March 4, 2024, 8:00 a.m. – 2:00 p.m. to issue emergency absentee ballots for the March 5, 2024, Presidential Dual Primary Election and post Emergency voting in large print on the Registrar's website.

The vote of the Board was as follows:

Aye
Smith
Cobb, III
Woodson

Nay

Allen Layne Voting Supervisor- retired and Ammon Starkey-promotion

On motion of Linwood Cobb, III and seconded by Cathy Woodson, Ammon Starkey was promoted to the position of Voting Machine Technician Supervisor.

The vote of the Board was as follows:

Aye
Smith
Cobb, III
Woodson

Nay

The Electoral Board members thank Allen Layne for his years' service with the Henrico Voter Registration office.

Other business- Electoral Board reorganization

On motion of Linwood Cobb, III and seconded by Cathy Woodson, the reorganization of the Henrico County Electoral Board Members was as follows:

Yvonne Smith was nominated to Chair position on the Electoral Board.

Linwood Cobb, III was nominated to Vice-Chair position on the Electoral Board.

Cathy P. Woodson was nominated to Secretary Position on the Electoral Board.

The vote of the Board was as follows:

Aye
Cobb, III
Woodson

Nay

Good of the Order

Next meeting will be held in February, 2024, day TBD.

Adjournment

There being no further business, on motion of Mrs. Woodson, seconded by Mr. Cobb, III, and by unanimous vote, the Board voted to adjourn the meeting at 10:32 a.m.

The vote of the Board was as follows:

Aye
Smith
Cobb, III
Woodson

Nay

Yvonne Smith, Chair

Linwood Cobb, III, Vice-Chair

Cathy Woodson, Secretary