



Henrico Electoral Board

Office of the General Registrar

Address: 4301 East Parham Road (RM 105 Admin Annex) ♦ Henrico, VA 23228

Phone: 804-501-4347 ♦ Fax: 804-501-5081

Mailing Address: P. O. Box 90775 ♦ Henrico, VA 23273-7032

registerandvote@henrico.us ♦ henrico.us/registerar

Electoral Board Members

Stephen A. Bryant, Cathy P. Woodson, Alice F. Creighton

General Registrar

Mark J. Coakley

ELECTORAL BOARD MINUTES

Meeting of Wednesday, December 6, 2017 at 2:00 PM

The Henrico County Electoral Board convened a meeting on Wednesday, December 6, 2017 at 2:00 p.m. in the Administration Building Annex, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia. Those present at the meeting were:

PRESENT

Stephen Bryant, Chair, Electoral Board

Alice Creighton, 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 C. Funn, Administrative Assistant, Voter Registration and Elections

Allen Layne, Voting Machine Technician Supervisor, Voter Registration and Elections

Willie Call, Jr., Voting Machine Technician Asst. Supervisor, Voter Registration and Elections

Heidi Barshinger, Clerk of Circuit Court

Andrew Newby, Assistant County Attorney

Stuart Herman, Henrico County Citizen -Public

Call to Order

The meeting was called to order by the Chair, Stephen Bryant at 2:05 p.m.

Public Comment

Stuart Herman contacted the Henrico Registrar's office, Henrico County Attorney's office and the State Board of Elections regarding the placement of campaign signs on election day at polling places. Mr. Herman wants to know why campaign signs cannot be placed thru out the polling place(s) on election day. The Registrar's office asked for proof of his claim and the State Board of Elections stated the political signs must be 40ft from the polling place on election day.

Mr. Herman spoke with Jewish Community Center (Henrico polling place) director about placing political signs on election day. The Director allows the signage only in certain areas of the Jewish Community Center property.

Mr. Bryant stated that Henrico has polling places at county facilities and county schools. However private facilities such as churches and community centers have the right to say, what is placed on their private property. The county only reserves a voting room on election day, not the entire building location.

Mr. Herman says the placing of the campaigns signs is a freedom of expression. Mr. Bryant asked Mr. Newby to read the statute (§242.-604) regarding the 40ft signage area at polling places.

Mr. Newby- private facilities invite the public to vote on their property. However, it doesn't open the property to unlimited access to the building or property.

Mr. Herman-therefore private entities can make their own rules?

Mr. Bryant-how can we help you (Mr. Herman)?

Mr. Herman-review the state code regarding the 40ft sign. There should be an equal playing field with first amendment rights.

Mr. Bryant-the elections are open to everyone in a fair and reasonable manner.

Mr. Newby-the Electoral Board can take this opportunity, with good appropriate 40ft useful data, under consideration.

Mr. Herman-a suitable polling place with less congestion and also to have curbside voting at the Jewish Community Center. He observed voters with mobility problems. Voters are not aware of curbside voting.

Mr. Bryant-there is more awareness of curbside voting.

Mr. Woodson-public education on curbside is an on-going process. The board has attended meetings and are very committed to get the message to voters.

Mr. Herman-put in training for election.

Mr. Woodson-poll greeters are trained.



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Mr. Bryant-General Registrar training on Election Official procedures is very diligent. The Electoral Board appreciates your comments and will take the information under consideration. Thank you, Mr. Herman for sharing your comments.

Recount 68th House District

The recount of the 68th House District is scheduled for December 20th at 8:00 a.m. in Richmond City. Mrs. Barshinger, has pulled all Henrico County November 2017 election documents for the City of Richmond. Mrs. Middlesworth, indicated the deadline for the election materials is December 15th. The Deputy Sheriffs will transport the election materials. Mr. Coakley, stated multiple counties are involved in the recount.

Mrs. Barshinger, is waiting on the final court order. The electoral board, clerk of court and registrars reviewed the current recount order. Mrs. Middlesworth says there will be 5-teams of Election Officials. The districts involved are:

- Richmond City (17- precincts)
- Chesterfield County (10-precincts)
- Henrico County (3-precincts)

Review of November 2017 General Election

Mark Coakley distributed to the Electoral Board emails received from Henrico citizens regarding voter's questions/concerns on Election day, November 7, 2017:

- Outside food given to Election Officials from Candidates
- ID problems
- Repeating voters name too loud in the precinct

Mr. Coakley discussed about polling place line control data for bipartisan commission. They created a survey regarding how many people are standing in lines at certain hours in the polling places. A spreadsheet was distributed to the Electoral Board for review. Mr. Coakley will share this information at the next Election Official training session.

Mr. Call, Jr. receive a call regarding a jammed scanner at the polling place. He instructed the chief to place the ballots in the overflow scanner slot until a voting technician arrives. Mr. Bryant asked the board members where there review on election day. Mrs. Woodson said the election officials did a great job with a view machine issues. They were prepared and more organized. The signage was clear and not confusing. Hollybrook polling place is still small but well organized. Mrs. Creighton said the furniture was rearranged to accommodate the voters. Mr. Bryant, precincts were organized, and their open tape was signed by the election officials.

Mr. Coakley met with Marshall Messimer, EB Assistant, after the election. Mr. Messimer would like to retrieve his election materials the Monday before the election. The electoral board agrees to have the electoral board assistants retrieve the election materials to review the Monday before the election.

On motion of Mrs. Creighton motion and seconded by Mrs. Woodson and by unanimous vote the electoral board moved into a Closed Session at 3:10 p.m.

On motion of Mrs. Woodson and seconded by Mrs. Creighton and by unanimous vote the electoral board moved out of Closed Session at 4:10 p.m.

On motion of Mrs. Woodson and seconded by Mrs. Creighton, that the voting machine technicians Carey Smith and Jack Broadway be moved to a grade .22 due to the change in responsibilities outlined by Voting Machine Supervisor Allen Layne. The new responsibilities include managing voting equipment delivery routes and driving voting machine delivery trucks.

The vote of the Board was as follows:



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Aye

Stephen Bryant
Alice Creighton
Cathy Woodson

Nay

Budget review 2018-2019

Mr. Coakley distributed the budget spreadsheet for the Electoral Board to review. The budget meeting with County Manager, is January 2018.

Mr. Coakley requests two adjustments to the budget:

1. Election ballots- \$50,000 to cover (2) Elections (June & November) = \$110,000

Mrs. Middlesworth said the programming, coding and paper ballots are purchased from ES& S.

Mrs. Woodson asked if the different ballot styles increase the cost for ballots.

Mr. Coakley, indicated that did increase the election ballot cost.

2. Request to split precincts: Rolfe (Rolfe Middle School), Stoney Run (Short Pump Elementary School) and Montrose (Montrose Elementary School)

This will involve mailing voter cards, purchasing new voting machines and new laptops.

The older laptops (150) will be replaced for version Windows 10 laptops.

Mr. Coakley, indicated the 2011 Manager's budget stated replacing laptops after three years.

The electoral board and registrar will also visit the Hollybrook precinct for a larger voting room, possibly the gym at St. Joseph Villa.

Mr. Coakley and Mr. Newby said there possibly will be a name change for Essex Village precinct. The location was purchased by another buyer.

Also, the old Dumbarton Library building is now occupied by Henrico Recreation and Parks.

On motion of Mrs. Creighton and seconded by Mrs. Woodson and by unanimous vote the Board approved the, 2018 budget spreadsheet.

The vote of the Board was as follows:

Aye

Stephen Bryant
Alice Creighton
Cathy Woodson

Nay



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Election Center 2018 Conference: Texas

The Electoral Board, General Registrar & Deputy Registrar will attend the conference in Texas on February 2018.

Other Business

Budget hearing- January 26, 2018

Good of the Order

None.

Adjournment

There being no further business, on motion of Mrs. Creighton, seconded by Mrs. Woodson, and by unanimous vote, the Board voted to adjourn the meeting at 4:40 p.m.

The vote of the Board was as follows:

Aye

Stephen Bryant
Alice Creighton
Cathy Woodson

Nay

Stephen Bryant, Chair

Alice Creighton, Vice-Chair

Cathy Woodson, Secretary