



MINUTES

Floyd County Electoral Board Meeting Meeting 9 January 2025

Call to Order: 1:05 pm

Attending: Paul Kitchen, Chairman
Becky Howell, Vice Chair
Bob Smith, Secretary
Sarah Campbell, Gen. Registrar
David Francisco, IT Staff
Kim Via, GR Staff
David Whitaker, GOP Chairman

Rollcall – confirmation of quorum, all present Quorate

On Motion: Adoption of Minutes for Meeting 12 Dec. 2024
Adopted as Amended, Unanimous

On Motion, Reorganization: Motion by R. Smith, 2nd by B. Howell, to Retain current personnel structure, Adopted on voice vote: Smith, Yes, Kitchen Yes, Howell Yes. Official Record Form Signed by all parties, submitted to G.R.

On Motion: Adoption of upcoming year Regular Meeting Schedule, After discussion, re-adopted 2nd Thursday as as Regular Meeting Date, excepting February, which will be Feb. 6th at request of the Chairman. Approved unanimously.

On Motion: Discussion of EB Job Description, Recognizing that many activities ascribed to the Board are customarily delegated to the G. R., and that the Board retains full responsibility therein, the Board will increase participation and oversight of the following subsections at the request of the Registrar:
A.3 - Ballots, A.6 - Officers of Election, A.7 - Coordination with County Administration, A-12 - Provisional Ballots. and B.6 Posting of Minutes, (see supporting document "Electoral Board Job Description"). On motion by B, Howell 2nd by R. Smith, Adopted Unanimously.

G. R. Report: Two new office computers are now in place, four email accounts remain to be updated to the ".gov" email account. Online FOIA Training for G.R. Scheduled for 22 Jan. EB/GR Budget is currently under review . G. R. discussed County Plan for our office location, and advised them that we would prefer to remain in our current location, and that may be a possibility for us. HART - working on a quote for updating Warranty coverage, and we are in discussions with ELECT as regards our voting equipment Security. LESS deadline is approaching for Remediation Report, will consider next month.

Upcoming Budget Cycle: Will be meeting soon with the County about the Budget.

Proposed LED Sign: Sec. Smith was contacted by Barry Hollandsworth, FCHS Principal, who advised that he didn't know exactly what the School system had paid for their existing LED signs recommending the we do an internet search, and his best guess was the we would be looking at about \$10,000 for production and installation. I had requested that the Clerk of Court get an opinion from Judge Fleenor on this issue, and was advised by BOS member Bechtold that it would not likely pass the town Sign Ordinance, Plan to contact the town for their input.

Posting of EB Minutes: D. Francisco reported that he and G.R. Campbell are now able to post to our website, so the minutes are to be brought into compliance shortly. Secretary Smith to provide copies of all 2024 Minutes for posting, replacing previously submitted copies, for immediate placement on our website.

Change of Voting Location, Precinct 301 FCHS- G. R. Campbell and K. Via, Chief Officer, visited the school to preview and evaluate this location for possible use as a polling location. While it was determined that while the interior space offered better traffic flow and larger open space, the constricted parking area, and a glass garage-type door presented a security concern, no easy way to accommodate curbside voting and the 40ft. Voter Privacy zone required could be made. The board took no action, and voting will remain the Cafeteria area.

New Business: Approval of Electoral Board policy - Under Code §§ 2.2-3707, 2.2-3708, 2.2-3708.1, 2.2-3711, 2.2-3712, the Board is required to recertify the Electronic attendance Policy. As this policy is set by Code, on Motion by R. Smith and 2nd by B, Howell, Adopted Unanimously.

Notification of Party Chairs of Approved Officer of Elections list: Under 24.2-107 EB to meet the first week of February to notify the Party Chairs of a meeting to adopt the approved list of Officers of Election. On Motion, The Board set the Second Tuesday, 6 February at 1:00 pm for this meeting, Adopted Unanimously, said notification to be sent forthwith.

28 January VEBA Legislative Day, Richmond
1 Feb. EB Boot Camp for new and re-appointed Members, Richmond
3 February Regular VEBA Meeting, Online

6 February EB Meeting 1:00 pm
3 March Regular VEBA Meeting, Online
23 Mar. EB Boot Camp for new and re-appointed Members

23 - 25 Mar. VEBA Annual Meeting at The Homestead
7 April Regular VEBA Meeting, Online
10 April EB Meeting 1:00 pm

No further business, next Meeting: 6 Feb. 1:00 pm

On Motion, Adjourned at 2:52 pm by unanimous consent