



**MINUTES**  
**Floyd County Electoral Board Meeting**  
**Meeting 6 February 2025**

**Call to Order:** 1:03 pm

Rollcall – confirmation of quorum

**On Motion:** Adopt Minutes from Meeting 9 January, 2025

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

**Public Comment** - No Speakers

**GR Report:**

LESS - All Office Computers and Printers nearing compliance, working on Baseline from prior LESS document, we are at approximately 160 of 180 entries for submission or 80% complete.

**Other Security Reporting Status:**

Business Impact Analysis - D. Fransisco reported that he has submitted 10 Policy Updates

FY 24/25 Budget Action Items - Our current KnowInk PollPads will likely remain compliant for the next 4-Year Cycle.

Compliance with Security requirement for observers at Ballot Printing Facilities - Our Ballots are printed by Hart and Witness-certified under their production agreement, Ballots produced locally are under the supervision of the General Registrar and sworn Staff members, thereby incurring no additional cost to us.

FY 25/26 Budget Items - HART quote for replacing voting equipment ranges \$65k to \$145k for the next Voting Machine update. The County will begin work on the new Budget in early March.

Voter Registration List - Purge of Voter List completed last week. G.R. Campbell to Certify and submit to the Local Party Chairs. A total of 260 names were removed, subjects either moved, deceased or failed to respond to our Notification letter. Voters who have valid credentials may re-register or do an SDR on Election Day.

**Network Separation Status:** We are now fully separated, but have yet to complete connection to new .gov. Still have to get one or two Laptops properly working.

Officers of Election List / Appointments - No public being in attendance, The Board reviewed the list of proposed Officers. On Motion and adoption Unanimously, The Board discussed and amended the submitted list with 3 individuals recommended for changes in assignment. On Motion by Sec. Smith, 2nd by B. Howell and a unanimous vote, list was approved.. G.R. Campbell will be sending out Nomination Letters next week.

**Unfinished Business:**

G. R. Job Description document being worked on by the G.R., She expects to have submission for Review and adoption at next meeting.

**New Business:**

Planning for June Primary - Training on Precinct Shutdown and Proper Procedure for SDRs was discussed.

Early Voting will commence on 2 May, Election Officer Training Location Date and Venue to be determined.

**Calendar Update:** No Additions

Next Meeting: 13 March, 1:00 pm

Adjourn by acclamation 2:07 pm