



# MINUTES

## Floyd County Electoral Board Meeting

### 21 August 2025

**Call to Order:** 1:00 pm

Attending: Paul Kitchen, Chairman

**Rollcall** – Quorate status confirmed

Becky Howell, Vice Chair

**On Motion:** Approve the Agenda: Approved as submitted

Sarah Campbell, Gen. Registrar

David Francisco, IT Staff

Approve the Minutes of the July Meeting: Adopted  
by Unanimous Consent.

Bob Smith, Secretary

**Public Comment:** No Speakers

**General Registrar Report:** Registrar presented NVRA Statistical Report, Reported on changes being made to our Website to enhance user access, announced the addition of a write-in Candidate for the office of Lieutenant Governor, and announced redesign of our Website to enhance ease-of-use for visitors. 2025 Electoral Lawbooks have arrived and been distributed, and our Budget has been incorporated into the County account, Pay raises of 3.5% for E.B. With a 1.5% bonus will be on upcoming paychecks, ADA Compliance Reports are due Sept. 1st, No changes to the 2023 Reports as there have been no Physical Plant changes, we now have to do reports on our Emergency Polling Place locations, three of 6 are currently complete. The Floyd Baptist church declined to participate, so we will need to look at ecoVillage, Library and possibly VFW Hall as substitutes. Ballots for the November Election have been received and proofed, we have ordered 200 per precinct, we will obtain .pdf files and print our own Samples. LAT is scheduled for 4 Sept., Mr. Geppert from Hart will be coming, Poll Pads have been programmed per instructions from Knowink. Discussion of Machine Tech Appointments, G.R. will contact nominees. The Richmond VEBA/Gen. Registrar Conference and training will be accessible online by LMS sign-in. All Election data drives have been sent to HART for secured storage and reprogramming for November Election. G. R. has created a Q - Cod for Dept. of Elections for citizen access to Voter Registration and Voting precinct information.

**Review of pollworker salaries:** After discussion and on Motion by Chairman Kitchen and 2nd by Secretary Smith, Adopted proposed Salary Schedule #2 on Vote: Kitchen Yes, Smith Yes and Howell Yes.

**IT/Systems Security Update:** D. Francisco reported that he has adopted G.L.P.I. Security tool for Internet Comms.

#### Unfinished Business:

Outreach - Small Town Summer participation 28 August, we will be conducting the last phase of mock election voting to determine the movie presentation for the final Event in September.

Final Preparations for the Southern District VEBA Meeting 28 Aug.: In progress, speakers and food orders. Training to cover FOIA and Ethics.

Officer of Election Training, either 15 or 22 October, TBD, special emphasis on SDRs and the new Cellphone ID verification application.

#### New Business:

ELECT advisory re: New laws and 2025 code 24.2 and Revisions to GREB Manual, General Discussion.

#### Calendar Update

4 Sept. LAT 9:00

11 Sept. Regular EB Meeting 1:00 pm

28 Sept. VEBA Meeting 10:00

15 or 22 October Pollworker Training Sessions

28 October First Absentee Ballot Pre-Processing Meeting

31 October 2nd Absentee Ballot Pre-Processing Meeting

1 & 3 November Loading, Verification and staging of Equipment Cages

3 November, afternoon - Delivery of Traffic Cones, Tents and Equipment Cages

4 November - Election Day

Next Meeting: 11 Sept. 1:00 pm

Being no further business and no objection. On Motion, unanimously adopted, the meeting adjourned at: 2:48 pm