



## MINUTES

### Floyd County Electoral Board Meeting

Meeting 8 January 2026

**Call to Order:** 10:00 am

Attending: Paul Kitchen, Chairman

**Rollcall** – Quorate status confirmed, Chairman and Secretary welcomed Mr. Nick Piazza to the Board.

Sarah Campbell, Gen. Registrar  
David Francisco, IT Staff  
Bob Smith, Secretary  
Nick Piazza, Democrat Party Rep.

**Re-Organization of the Board:** On Motion and discussion, by vote as follows; P. Kitchen, Yes N, Piazza Yes, and R. Smith. Yes  
Chairman P. Kitchen announced the composition of the Electoral Board for the upcoming year as follows:

Paul Kitchen, Chairman, Nick Piazza, Vice Chairman and Robert C Smith, Secretary.

On Motion and discussion, by vote as follows; P. Kitchen, Yes N, Piazza Yes, and R. Smith. Yes The Schedule of Meetings for the upcoming year will be, monthly, First Tuesdays at 10:00 am at the Floyd County Courthouse, in the Auxilliary Courtroom next to the General Registrar's office, unless otherwise announced.

On Motion and discussion, by vote as follows; P. Kitchen, Yes N, Piazza Yes, and R. Smith. Yes, to adopt Rule 49.21 from Robert's Rules of Order for all Meetings. On Motion and discussion, by vote as follows; P. Kitchen, Yes N, Piazza Yes, and R. Smith. Yes, to revise Closed Meeting Certification to reflect new Membership.

On Motion and discussion, by vote as follows; P. Kitchen, Yes N, Piazza Yes, and R. Smith. Yes, to adopt the Agenda items for the remainder of the Meeting and Minutes for the Meeting 15 Dec. 2025.

**Public Comment:** No Speakers

#### General Registrar's Report:

**Budget** - BOS has been notified that there will likely be a Special Election held in April, which would add to our projected Budget expense. The County's budget process for FY 2027 will be starting March, 2026.

**Officers of Election** - Formulating list at this time to meet deadline of 1 Feb. For submission to D and R Party Chairs. We have achieved a party equitable list of roughly 30% R, 30% D and 30% NP, and we are encouraging potential officers to declare for either party for preferential selection, and as a precaution, will ask each Unit Chair to sign-off on this list.

**Equipment** - The BOS has approved our request to purchase updated equipment from HART, the signed Master Document contract agreement has been sent to HART.

**Electoral Board Website** - D. Francisco is currently organizing and simplifying access to the Website, moving to a new system easing access to documents, meeting notifications and announcements.

**FOIA** - We have received requests from several groups which we believe to be response testing in nature, they are likely trying to see if we are complying with the 5-day response rule, subject matter includes wanting copies of our "I Voted" stickers.

**Election, April, 2026:** We have no Official information at this time, expectation is for a Referendum to Amend the Constitution of Virginia to allow for a redistricting between federal Census years. The possibility of a Special Election March exists, and with the June Primary, would make this a 4 Election cycle year.

**Relocation:** No Firm date set, the building is currently under asbestos remediation, and we will be meeting soon with County officials to review our space allotment. G.R. Has reached out to ELECT to determine the relocation Notice deadlines for public notice. We hope to be able to sent notices along with new Voter Registration Cards to save postal expense.

**Hours:** New regular hours for the Registrar's Office are 8:30 am to 4:30 pm. All other offices close at 4:30, which will help with Sheriff's Office no longer needing a deputy to stay until 5:00 pm daily.

**G.I.S.** - Error on Mapping as been detected and corrected, Station 4 Rescue Building was shown as a Polling Place.

**Mail-in Ballots** - Instructions to Voters to be sure to get mailed Ballots Postmarked before delivery to Registrar's Office.

**Election Center** - Online Classes to be held On 16 and 30 January, 10:00 am to 1:00 pm.

**Unfinished Business:** Discussed Vests for Officers of Election, tabled on Motion and unanimous consent

**New Business:** Update from VEBA, Focus to be on Training for correct handling of SDR Ballots. Conference to be held at the Homestead March 24/25 2026.

**Election Officer Training:** Recommend special training for Chief and Assistant Chief Officers on SDR

**Calendar:** 5 February, Regular Electoral Board Meeting 10:00 am  
7 February, Boot Camp Board Training, N. Piazza to attend  
2 March, VEBA Board Meeting via Zoom, see [vebanews.org](http://vebanews.org) for link

March 23 - 25, VEBA Annual Meeting & Conference  
at Omni Homestead Resort and Spa

**Board Time:** Chairman Kitchen advised that VEBA is looking at several areas of concern for Electoral Boards, one is an increase in salaries, second, provision of legal counsel for Boards and increasing the No Campaigning setback from 40 to 100 ft. from Polling Place entrances. Update on lawsuit regarding Discrimination against Muslims.

**Next Meeting:** Tuesday, February 3, 2026 10:00 am No further business at hand, meeting adjourned at 11:19 by unanimous consent.