

**Lynchburg Electoral Board Meeting  
September 5, 2018, 4:00 p.m.  
Registrar Office Conference Room**

**Minutes**

Members present: Patricia M. Bower, Chair;  
David B. Neumeyer, Vice Chair  
John W. Cobbs, Secretary

Others present: Christine Gibbons, General Registrar

**Call to Order**

The meeting was called to order by Ms. Bower at 4:10 p.m.

**Consideration of Approval of the Minutes** for March 7, 2018. It was moved and seconded, and the minutes were approved.

**Registrar's Report:** Discussion to inform the board of the new forms in use for in-person absentee voting and new provisional ballot suite. Training for election officials will include the new forms in addition to Active Shooter training. Training for Election Officials has been organized for October 2 and October 11. Deputy Registrar report for the board noted that 20 new Election Official interviews have taken place. Training for new officials will occur on October 23. Liberty University will be utilizing a new online 3<sup>rd</sup> party voter registration form to streamline the process for applications before turning into the Office of the Registrar. Added security measures were installed at the Kemper Street Office.

**Old Business:**

*Emergency Communications on Election Day:* Ms. Gibbons to follow up with city manager on role of city when emergencies arise on Election Day.

*Proposed use of social media by Registrar's Office:* The Board were all in favor of utilizing Facebook and other social media for informing public of upcoming voting information. Ms. Gibbons to implement social media profiles as soon as possible.

*Reports on ELECT Training:* Given by Ms. Bower, Mr. Neumeyer, and Ms. Gibbons

**New Business:**

*City Council consideration of moving May elections to November – work session October 23, 2018.* The Board is in favor of supporting the proposal based on history of lower voter participation in past May elections, safety in the schools while schools are in session, potentially could increase voter participation in local elections, and could be more cost effective.

*Relocation of I-1 (Moose Lodge) polling place to Heritage Baptist Church, 219 Breezewood Drive, beginning in 2019.* The Board discussed next steps such as:

Notice to City Manager  
Notification to Moose Lodge and thanks for years of service  
Notification to I-1 voters on Nov. 6, 2018 election day

*Curbside Voting:* Remind Voters of availability of curbside voting for all precincts. Press release about availability of curbside voting on website, social media, city newsletter

*Consideration of Executive Session under Code of Virginia 24.2-109.1 to conduct preliminary performance review*

At 5:15 p.m. Mr. Cobbs made a motion to enter Executive Session under Code of Virginia 24.2-109.1 to conduct preliminary performance review. Ms. Bower so moved, seconded by Mr. Neumeyer, unanimously approved.

At 5:35 p.m. Mr. Cobbs made a motion to exit Executive Session and Mr. Neumeyer seconded. The motion was approved unanimously.

Members present: Patricia Bower, David B. Neumeyer, John W. Cobbs

*Certification of Executive Session*

Pursuant to an affirmative recorded vote and in accordance with the Virginia Freedom of Information Act, and because Virginia Code 2.2-3711 requires the Board to certify that such Executive Session was conducted in uniformity with Virginia Law, the Board certified by roll call that, to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in Executive Session to which their certification motion applies and only such matters as were identified in the motion convening the Executive Session were heard, discussed or considered by the Board.

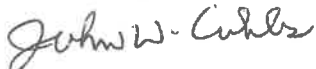
Certify by Motion: Patricia M. Bower, David B. Neumeyer, and John W. Cobbs. Motion approved unanimously.

**Adjournment**

There being no further business, Ms. Bower adjourned the meeting at 5:35 p.m.

The next meeting will be November 7, 2018 during the Canvass for November elections.

Respectfully submitted,



John W. Cobbs, Secretary  
Electoral Board  
City of Lynchburg