

## **Lynchburg Electoral Board Meeting**

**July 14, 2020**

### **Members present:**

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

### **Others present:**

Christine Gibbons, General Registrar  
Kim Conner, Deputy Registrar

### **Call to Order**

The meeting was called to order by Ms. Bower at 4:07 p.m.

### **Approval of the minutes of May 12, 2020 meeting**

Approval of May 12, 2020 Electoral Board Minutes. Motion made by David Neumeyer, Vice Chair. Seconded by John Cobbs, Secretary. Motion approved unanimously.

### **Citizen Comments**

No citizens present.

### **Registrar's Report**

CARES Act-Budget for CARES Act money was shared with the board and the suggestions of the Registrar on the use of the money, mailing, PPE shields, temporary staff, and postage. Motion made to approve the budget made by David Neumeyer, Vice Chair. Seconded by John Cobbs, Secretary. Motion approved unanimously.

Assistant Full Time Position Status: The position has been approved by the city manager to move forward with hiring as the office is a critical function for the city. Registrar will begin the process of interviewing candidates for the full time position in August with a start date of September 1.

ELECT Annual Training July 20 and July 21. Training will be conducted all online.

Mailing for November election to include: no excuse absentee vote by mail, early voting in-person, acceptable Identification at polls, Deadlines for November,

Consideration of one page ad with Bedford and Campbell County.

PPE's for November. State is purchasing additional supplies as needed such as masks, hand sanitizer, wipes.

Training considerations for November to include the new legislation regarding election officials not required to repeat the address of the voter, new ID laws, PPE's requirements, and expectations in working a presidential election.

### **New Business**

- New electronic pollbooks – how to handle research about options available, deadline for purchase and deployment, etc. Registrar to begin contacting vendors to obtain quotes.
- Location of IV-1 polling place (currently Crosspoint Church) for November election. David Neumeyer, Vice Chair to contact Diocese of Richmond regarding policy of use of facilities during COVID-19.

Consideration of executive session to conduct Annual Performance Review of Registrar under Code of Virginia 24.2-109.1.

#### **MOTION TO GO INTO CLOSED SESSION**

David Neumeyer, Vice Chair moved that the Electoral Board go into closed session pursuant to State Code Section 2.2-3711-(A)(1), for the purpose of discussing issues related to general registrar evaluation. Seconded by John Cobbs, Secretary. Motion approved unanimously

§ 2.2-3711(A)(1): Personnel. Provides an exemption for:

Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body

#### **MOTION TO RETURN TO PUBLIC SESSION**

David Neumeyer, moved that the Electoral Board return to public session and certify that only public business matters lawfully exempt from open meeting requirements by Virginia Law, and only public business matters as were identified in the motion

convening the closed session were hear, discussed, or considered. Seconded by John Cobbs, motion approved unanimously

Next meeting Date September 8, 2020, 4:00 p.m.

There being no further business, Ms. Bower adjourned the meeting at 5:30 p.m. .

### **Adjournment**

Respectfully submitted,

John W. Cobbs, Secretary  
Electoral Board  
City of Lynchburg