

County Of Bath, Virginia  
65 Courthouse Hill Road  
Warm Springs, Va. 24484

Bath County Historical Society Board Room

Tuesday, August 9, 2023  
Electoral Board Regular Meeting

Nancy Peery, Chair; Karen Allen, Vice Chair; Liz Knapp, Secretary  
Donna Weaver, General Registrar

**Call to Order:** 3:00pm

- Present at meeting: Nancy Peery, Karen Allen, Liz Knapp, Donna Weaver, and Andy Seabolt, Bath Co Building Code Official

**Approval of Minutes:**

- The minutes of the July 11, 2023 Regular Board meeting were approved without changes.

**Unfinished Business:**

- Before today's meeting, the Board visited and reviewed the Healing Springs voter location for van accessibility, and handicap and curbside voting. Precinct Chief, Janis Peery, and Donna Weaver were also present.
- The State has developed an Annual ADA Compliance Confirmation requiring all localities to confirm on an annual basis that all polling places have been assessed for and are compliant with ADA and that a checklist for each polling place will be filed and maintained within our records.
- Andy Seabolt attended the meeting to answer questions of the Board regarding the State Annual ADA Compliance Checklist
- The Board will schedule visits to each polling place to assess and complete the checklists.

**Chairman's Report:**

- Chair, Nancy Peery, gave a review of the July 12<sup>th</sup> webinar on Legislative Changes Updates, attended by all Board members and General Registrar. Of note were HB1948 – absentee voting now requires no witness to signature. Required is the voter's date of birth and the last four digits of their Social Security number. HB2324 – Recount standards have been revised and updated. HB2007 – FOIA policy regarding fees and how they are assessed are to be posted on our website.
- ELECT has clarified the impact on deadlines of the November 10, 2023 Veterans Day holiday.

**General Registrar's Report:**

- Donna reported on the VEBA training she attended and provided the Board with a copy of the Virginia Election Process handout she received.
- The Officers of Elections training schedule has been emailed. New Officer training – October 16; All Officers training – October 26 or 28; Chief Training – TBD. Polling place staffing was reviewed. We could use at least 3 more OEs. Board members will discuss with party chairs and committees and GR will place an ad in the Recorder.
- A FOIA request from Virginia Republican party for a list of Officers of Elections and party affiliation has been answered.
- The cards and notices regarding the Burnsville polling place location move are ready to be mailed. Donna will wait until a date closer to September to mail them. An ad is ready to run in the Recorder on September 21<sup>st</sup>, October 5<sup>th</sup>, October 26<sup>th</sup>, and November 2<sup>nd</sup>.

- Donna reported on Knowink – Print on Demand - which would require a new poll pad and printer for each polling location. Donna will get a quote for the cost of equipment. A decision on using Print on Demand will be tabled for now.
- Regarding printing ballots in Spanish – because our census data is under the requirement to print Spanish ballots, we would be required to print ballots in every language. We will not be printing ballots in Spanish, unless required by census data.
- No date yet for L & A testing. Ballot codes are not expected until August 18<sup>th</sup>. Expect testing date to be second week of September.

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**Closed Meeting:**

A motion was made by Liz, seconded by Karen, pursuant to Section 2.2-3711 subsection A34 of the Code of Virginia, 1950, as amended, to discuss and consider employee matters made confidential under Virginia Code section 24.2 – 410.2 and 2.2-3711.1, and security matters made confidential under Virginia Code section 24.2-410.2(E), for the Board to convene a closed meeting. Ayes 3 Nays 0

**Certificate of Closed Meeting:**

WHEREAS, the Bath County Electoral Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3722 of the Code of Virginia requires a certification by the Bath County Electoral Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Bath County Electoral Board certifies that, to the best of each member's knowledge:

1. Only business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and
2. Only such business matters as were identified in motion convening the closed meeting were heard, discussed, and considered by the Bath County Electoral Board.

A motion to come out of the closed meeting regarding employee matters was made by Liz and seconded by Karen. The closed meeting regarding security matters was adjourned until August 21, 2023. Ayes 3 Nays 0

**Public Comment:** No public attendance at this meeting.

The meeting was adjourned at 4:50pm. The next regular Board meeting will be on Wednesday, September 13, 2023 at 3PM at the Bath County Historical Society board room.

**Closed Meeting:**

The closed meeting regarding security matters was reopened on August 21, 2023 at 1:00pm.

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2. Only such business matters as were identified in motion convening the closed meeting were heard, discussed, and considered by the Bath County Electoral Board.

A motion to come out of the closed meeting was made by Liz and seconded by Karen at 1:30pm.

DRAFT