Augusta County Electoral Board

**Draft** Minutes of Meeting

December 17, 2020

South Board Room, Augusta County Government Center

I. Call to Order. The meeting was called to order at 2:05 pm. Present

were: Cliff Garstang, Chair; Marcy Reedy, Vice Chair; Georgia Alvis-

Long, Secretary; Connie Evans, Director of Elections/General Registrar;

and David Leatherwood, probable Jan 2021 appointed member to the

Board.

Cliff Garstang is not seeking to be reappointed for a 3rd term.

II. Approval of Minutes of Previous Meeting. Marcy moved approval of the

meetings minutes of Oct 5 and Nov 4 - 9. Cliff seconded the motion,

which was approved unanimously.

III. Registrar’s Report.

Completed the MSS Checklist into Integra due 12/3120 - completed

12/14/20. (Formerly HB2178 Security Standards)

Connie reported that she and IT were able to complete the

checklist in Integra on Monday, December 14, which met the

compliance deadline of December 31.

IV. Continuing Business.

2020 November Election Debrief.

Discussion ensued on items that each Board member observed

during their precinct visits and in canvass that will need to be

addressed, such as signs that weren’t delivered, ramp and

parking issues, items that the precincts felt that they needed but

didn’t have, paper problems with printers etc. Connie will reach

out to ELECT, American of Virginia, and Augusta County

administration and maintenance for recommendations and

assistance on any equipment or Election Day set up matters.

Cliff mentioned to keep in mind that, sometime after the New

Year, Candy might reach out to the Board to provide a debriefing

regarding the completion of our reporting to the DOJ and the

Consent Decree.

V. New Business.

Planning for year ahead:

Board Re-organization.

Per Virginia Election Law, it is required that the Board meet to

elect its officers for the new year. With David’s input, it was

unanimously decided to hold this meeting on February 2, 2021,

at 9:00 am.

Equipment Re-certification.

A 2021 software upgrade and revision needs to be completed.

Connie will work with Kimberly on this after the New Year as

there Is a cost involved and it will need to be incorporated in to

our budget. The hope is to have ESO do the upgrade before the

2021 June primary.

Possible Risk Limiting Audit.

With the onset of the Covid pandemic there has been no real

guidance from ELECT as to how this is to be conducted. Connie

will contact ELECT for assistance on how to comply and request

that we be scheduled for a voluntary June Primary RLA.

Dealing with Equipment malfunction/repairs.

Connie will check with ESO to come and take care of any

equipment repairs that we may have.

Redistricting.

Once all county redistricting lines are drawn Connie will send out

notification letters to any voter that is affected.

Primary.

Not discussed.

General Election.

Not discussed.

Orientation for new EB member.

It is highly probable that David Leatherwood, former Wilson Chief

Officer of Election, will be appointed as a new Board member

beginning Jan 1, 2021. After serving 6 years on the Board, Cliff

has decided to not seek re-appointment. He stated he would

remain involved in the Augusta County political world but wanted

to have more time to focus on traveling and book writing. Marcy,

Georgia, and Connie bestowed well wishes to Cliff and expressed

how he will be sorely missed. David was welcomed by all and

had been asked to sit in on this meeting so as to observe how

they are conducted. It was explained that most of the duties are

learned by on the job training, however, Cliff will be sending

David a copy of the procedures of the Augusta County Electoral

Board that he had compiled for Georgia when she was

appointed to fill the vacancy left by Ruth Talmage’s early

resignation. Georgia stated that she had found the document to

be extremely helpful. Discussion ensued on how the county’s

precincts are split up amongst each Board member and how they

are staffed on Election Days. Cliff told David that he would send

him an annotated list of Officers of Election in "his" precincts so

that he would be ready to go when election time comes around.

Marcy, Georgia, and Connie let David know that they work

together as a team and to not ever hesitate to ask questions.

David stated that he was looking forward to becoming a part of

that team and felt comfortable with it.

VI. Other Business.

Public Comments. None present.

Board member comments. None.

VII. Adjournment. The meeting was unanimously adjourned at 3:52 pm.

Respectfully submitted,



Georgia Alvis-Long, Secretary