

Augusta County Electoral Board
DRAFT APPROVED Minutes of Meeting
February 2, 2021
Smith West Room, Augusta County Government Center

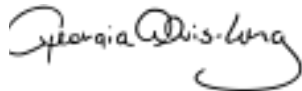
- I. Call to Order. The meeting was called to order at 9:45am. Present were Marcy Reedy, Vice Chair; Georgia Alvis-Long, Secretary; Dave Leatherwood, newly appointed EB member; Connie Evans, Director of Elections/General Registrar; and Robin Moyer, Assistant Chief Director of Elections/Chief Deputy Registrar.
- II. Approval of Minutes of Previous Meeting. Marcy moved to approve the minutes from the December 17, 2020 meeting. Dave seconded, albeit he was not yet an "official" EB member in December he was present for the meeting and did receive the minutes. The motion was approved unanimously.

Connie suggested that before she provides us with her Registrar's Report might we consider moving agenda item V forward, so as to elect our officer positions for 2021 earlier on in the meeting. Georgia made a motion to move the Re-organization of the Board forward and to elect Marcy Reedy as Chair, Dave Leatherwood as Vice Chair, and Georgia Alvis-Long as Secretary for the year of 2021. Dave seconded and the motion carried unanimously.

- III. Registrar's Report.
 - A. Redistricting. Connie reported that the County informed her they were hoping to receive the census data and the information needed from the State in April but the Federal Government wants to extend it until July. If the County does get the data in April then the local lines could be done by August. It all has to go through 2 public meetings. Connie stated that with the timeline yet to be determined things are up in the air right now. She will keep us informed but what has to be kept in mind is that nothing can be changed 60 days from the election, so that puts everything in a very tight window.
 - B. Unysin Software Update. Connie reported that on January 4th Kimberly, from ESO, stated testing and recertification with the Dept. of Elections is on track to start in February. At that time, ELECT was to be sending out an email with further details but nothing has been received thus far. Connie stated that there is a significant cost involved in this upgrade, which she included in her budget that she presented to the County. The cost falls under unfunded mandates.
 - C. Equipment Manager. Connie reminded us that we lost Jerry early last year when he resigned in order to accept a Full Time job. The full EB and Director of Elections all agreed that now is the time to move forward with filling this previously posted and approved position. Connie stated that everyone has worked outside of their specific job scope to complete responsibilities associated with the Equipment Manager, but that the position needs to be filled before elections begin this year. Connie asked each of us if we would think about someone who might be a good fit. Discussion ensued about what the job entails and the hours involved. Connie stated that there is no written job description. Dave offered to help Connie come up with a draft version for review at our next meeting.
- IV. Continuing Business. None.

- V. New Business.
- A. EB Re-organization. Moved ahead of Registrar's Report.
 - B. Risk Limiting Audit. Discussion ensued about planning for the Risk Limiting Audit including making preliminary contact with the Clerk of the Court's Office and generating the ballot manifest. It was explained that the EB and Director of Elections are awaiting further guidance and training from the Department of elections to move forward.
- VI. Other Business.
- A. Public Comments. None present.
 - B. Board Member Comments. Connie stated that she would like to be included on all Email correspondence within the EB, since she is the keeper of all EB emails for FOIA purposes.
Georgia stated that she would like to be sent a copy of the Agenda, as soon as possible, prior to each meeting so that she can begin typing her template for compiling the minutes. She stated this would aid her in getting the minutes out more expediently so that everyone could review them while things were still fresh in their minds.
Marcy stated she would work on an arrangement for each of us to let her know if there was anything that we would want to include on future meeting Agenda's.
- VII. Adjournment. The meeting was unanimously adjourned at 11:05am. The next meeting is TBD.

Respectfully submitted,



Georgia Alvis-Long, Secretary