

Augusta County Electoral Board  
**Approved** Minutes of Meeting  
August 26, 2021  
Registrar's Office, Augusta County Government Center

- I. Call to Order. The meeting was called to order at 3:03pm. Present were Marcy Reedy, Chair; Dave Leatherwood, Vice Chair; Georgia Alvis-Long, Secretary; Connie Evans, Director of Elections/General Registrar; and Robin Moyer, Assistant Director of Elections/Chief Deputy Registrar.
  
- II. Approval of Minutes of Previous Meeting. Dave moved to approve the minutes from the July 27th meeting. Marcy seconded. The motion was approved unanimously.
  
- III. Registrar's Report.
  - A. Chief Equipment Custodian position.

Connie reported that, as of yesterday, no applications had been turned in for review. She planned on checking with Faith tomorrow to make sure the posting would remain on the County website, with the deadline stating, "until position filled." Marcy, Dave, and Georgia stated they would reach out to their network of qualified individuals to see if any of them might be interested in the position.
  
  - B. Library – September 28, 2021. (National Voter Registration Day)

Connie stated that she was not going to be able to participate in the Churchville Voter Registration effort as Robin will be on vacation and she would be needed in the office. Discussion ensued and it was decided that Marcy would contact Ali McCue to see if there is a possibility of changing the date to an earlier time in September, or one in early October, to allow for a second attempt to encourage voter registration before the deadline of October 12th. Marcy will still be able to cover Fishersville on September 28th.
  
- IV. Continuing Business.
  - A. Status of letters to OEs who did not work in June and will need the new HR paperwork to get paid through payroll.

Connie reported that Faith is currently working on a draft letter, to send to the Board for their approval, which will more clearly explain the new HR paperwork needing to be completed prior to working the polls, the new payroll process, and the reasoning behind these changes from previous elections. Once approved, this letter will be included in the November OE packet of information to those who did not work in June.
  
  - B. Update on the software installation and budget approval from the BoS.

Connie reported that the new software installation by ESO went very smooth and was completed by noon on August 19th. The two most significant changes to be noted would be that the length of the password was increased on the OVO and that it will take longer to close the OVO on election night due to the ballot images being immediately saved to the TM.

V. New Business.

November 2, 2021 Election Preparation

A. Write-in Candidates.

Connie reported that Sara King, of the Beverley Manor District, and Marcus Sanders, of the Middle River District, are seeking to be elected on November 2nd as Write In candidates for School Board.

B. Ballot approval - % of ballots.

Connie reported that there would be 8 styles throughout the County. Discussion ensued on similar previous elections and the percentage of ballots requested from ELECT. Dave motioned to approve 60% and to reassess, if necessary, in early October based on the response to In Person Early Voting and by Mail. Marcy seconded. The motion was approved unanimously.

C. Discussion about early voting needs, staffing, and training. (Sept. 15, 2021 @4pm)

Discussion ensued on how many OEs would be needed for In Person Early Voting. It was decided that a total of 6 OEs, plus alternates as necessary, would be required. This number will allow for flexibility in schedules and the flow of voters, along with the potential increase for curbside voters. Discussion ensued on September 15th training and what would be included. The decision was made to review, but not be limited to, Write In voting, Provisional ballot, ID confirmation statement, surrendering of absentee ballot, curbside voting, prohibited activities/areas, possession of a firearm, evacuation procedures, interference with voting, and continued Covid precautions.

D. Determine training dates. (November 2, 2021)

Discussion ensued and it was decided that all OEs would be trained in all aspects of Election Day duties and responsibilities by the use of Power Point slides and demonstration where needed. The Board and Connie will be working collaboratively on the information to include and present. It was decided that the dates for training will be: October 14, 18, 19 in the Board of Supervisors Room and October 26, 27 in the Smith West Room. All training classes will be held at 4pm and 6pm. To ensure adequate spacing, the decision was made to limit each training session to no more than 25 Officers of Election. Further, the Board decided to schedule additional training sessions to accommodate smaller attendance per session.

E. Date to submit OE names – Draft-training letters.

Connie requested that the Board submit their OEs names, which will be working the November election, to her office no later than September 24th. Dave will draft a standard training letter, to send to Marcy and Georgia for edits and approval, which will be included in the OE mailing.

F. Outline OE training needs (including equipment demonstration) and assign responsibilities.

\*See discussion under Item C above.

- 24.2-649.1 – Assistance for certain voters; curbside voting
  - Signage for curbside voting (24.2-649.1(B))

*The area designated for voting outside of the polling place shall be within 150 feet of the entrance to the polling place. This area shall be clearly marked, and instructions on how to notify an officer of election of the voter's request to vote outside of the polling place shall be prominently displayed. The Department shall prescribe the form and content of such instructions, but in no case shall the voter be required to enter the polling place to provide such notice.*

○ 24.2-1005.2 – Interference with voting

*A. Any person acting under the color of law who, contrary to an official policy or procedure, fails to permit, or refuses to permit, a qualified voter to vote, or who willfully fails or refuses to tabulate, count, or report the vote of a qualified voter, is subject to a civil penalty in an amount not exceeding \$1,000 for each affected voter. Such civil penalties shall be payable to the Voter Education and Outreach Fund established pursuant to § [24.2-131](#).*

*B. Any person who furnishes a ballot to a person who he knows cannot understand the language in which the ballot is printed and misinforms him as to the content of the ballot with an intent to deceive him and induce him to vote contrary to his desire is guilty of a Class 1 misdemeanor. Any person who changes a ballot of a person to prevent the person from voting as he desires is guilty of a Class 1 misdemeanor. This subsection applies to any election and to any method used by a political party for selection of its nominees and for selection of delegates to its conventions and meetings.*

○ 24.2-604 – Polling places; prohibited activities; prohibited area; penalties

▪ Possession of a firearm (24.2-604 (A iv))

*A. During the times the polls are open and ballots are being counted, or within one hour of opening or after closing, it is unlawful for any person (i) to loiter or congregate within 40 feet of any entrance of any polling place; (ii) within such distance to give, tender, or exhibit any ballot, ticket, or other campaign material to any person or to solicit or in any manner attempt to influence any person in casting his vote; (iii) to hinder or delay a qualified voter in entering or leaving a polling place; or (iv) to knowingly possess any firearm as defined in § [18.2-308.2:2](#) within 40 feet of any building, or part thereof, used as a polling place.*

*B. Prior to opening the polls, the officers of election shall post, in the area within 40 feet of any entrance to the polling place, sufficient notices that state "Prohibited Area" in two-inch type. The notices shall also state the provisions of this section in not less than 24-point type. The officers of election shall post the notices within the prohibited area to be visible to voters and the public.*

*C. It is unlawful for any authorized representative permitted in the polling place pursuant to § [24.2-604.4](#), any voter, or any other person in the room to (i) hinder or delay a qualified voter; (ii) give, tender, or exhibit any ballot, ticket, or other campaign material to any person; (iii) solicit or in any manner attempt to influence any person in casting his vote; (iv) hinder or delay any officer of election; (v) be in a position to see the marked ballot of any other voter; or (vi) otherwise impede the orderly conduct of the election.*

*D. The provisions of subsections A and C shall not be construed to prohibit a person who approaches or enters the polling place for the purpose of voting*

*from wearing a shirt, hat, or other apparel on which a candidate's name or a political slogan appears or from having a sticker or button attached to his apparel on which a candidate's name or a political slogan appears. This exemption shall not apply to candidates, representatives of candidates, or any other person who approaches or enters the polling place for any purpose other than voting.*

*E. This section shall not be construed to prohibit a candidate from entering any polling place on the day of the election to vote, or to visit a polling place for no longer than 10 minutes per polling place per election day, provided that he complies with the restrictions stated in subsections A, C, and D.*

*F. The provisions of clause (iv) of subsection A shall not apply to (i) any law-enforcement officer or any retired law-enforcement officer qualified pursuant to subsection C of § [18.2-308.016](#); (ii) any person occupying his own private property that falls within 40 feet of a polling place; or (iii) an armed security officer, licensed pursuant to Article 4 (§ [9.1-138](#) et seq.) of Chapter 1 of Title 9.1, whose employment or performance of his duties occurs within 40 feet of any building, or part thereof, used as a polling place.*

*G. The officers of election may require any person who is found by a majority of the officers present to be in violation of this section to remain outside of the prohibited area. Any person violating subsection A or C is guilty of a Class 1 misdemeanor.*

G. Associated Press Rep @ Dooms.

Connie reported she had been informed that an Associated Press Rep might show up at the Dooms precinct on Election Night to obtain “unofficial results”. Discussion ensued and it was decided to include 2 Call In Sheets for each precinct to enable them to tape a copy of the “unofficial results” to an outer door, or other outside location, for the public to view. This does not preclude any Authorized Representative to observe the poll closing activities per VA Code.

H. Provisional Ballot meeting time.

Discussion ensued and it was decided to schedule the Provisional meeting time to be at 12pm on November 3rd.

I. Statement of Results Change.

The Board asked that Connie make a change to the last page of the SOR documentation so that it reads; *Complete this only if ballots are hand counted.* Background. The Board had noted during June Canvass that many precincts were confused by the verbage used within the title of the page and were filling it out unnecessarily.

J. Appoint new OEs.

Christine Showalter  
Mary Ann Cline  
Julie Yodice  
Patricia Holland  
Joan Jewell

Myrinda Zerrlaut  
Allen Wolf  
Norma Buzzard  
Christopher Griffin  
Patricia Donovan  
Timothy Craver  
Ronald Kanipe  
Dianna Lyn Johnson  
Sylvia Keiler Woodworth  
Jessica Walker  
James Fleming  
Margaret Riley

Marcy moved to appoint all names submitted as new OEs with their term ending on February 28, 2022. Georgia seconded. The motion was approved unanimously.

VI. Other Business.

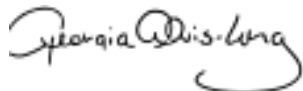
A. Public Comments - None present.

B. Board Member Comments - None.

VII. Adjournment.

The meeting was unanimously adjourned at 5:59pm. The next meeting is TBD.

Respectfully submitted,



Georgia Alvis-Long, Secretary