

1 Minutes

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3 On May 2, 2018 the Roanoke County Electoral Board met in the Room 300B of the County

4 Administration Building.

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6 Chair Ronkeith Adkins, Vice-chair Gailen Miles, and Secretary Dana Martin, and Director of

7 Elections Anna Cloeter were in attendance.

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9 Two general public observers attended.

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11 Chairman Adkins called the meeting to order at 11:30AM.

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13 The board approved the agenda and, by consensus dispensed with approving the previous meeting's

14 minutes.

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16 Under the only scheduled agenda item, Registrar Cloeter reported that upon learning Cave Spring

17 High School renovation will start prior to the June 12 primary, the staff had identified potential sites

18 for an emergency poll location. After analyzing relevant parameters including proximity, space, ADA

19 factors, and interior logistics, she recommended Penn Forest Community Worship Center with Cave

20 Spring Elementary School as a back-up possibility.

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22 Ms. Miles moved to instruct the Registrar to immediately proceed with the process necessary to

23 establish an emergency polling place for precinct 304 in Penn Forest Community Worship Center at

24 XXX. If Penn Forest Community Worship Center should become non-viable, Cave Spring

25 Elementary School was designated the secondary choice. The motion passed unanimously.

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27 The meeting adjourned at 10:51AM, and the board began to canvass the May 1, Vinton town election

28 at noon.

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30 Officer of Election training will begin on Wednesday, May 23, 2018 at 11:00AM on the fourth floor

31 of the County Administration Building.

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35 Secretary

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38 Chair

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41 Vice Chair