

1 Minutes

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3 On August 30, 2018 the Roanoke County Electoral Board met in County Administrator's
4 conference area of the County Administration Building.

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6 Chair Ronkeith Adkins, Vice-chair Gailen Miles, and Secretary Dana Martin, were in
7 attendance.

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9 Chairman Adkins called the meeting to order at 10:08AM.

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11 The board informally decided to explore the potential for leasing the former ADECO
12 building, on Penn Forest Boulevard as a General Registrar/Director of Elections office.

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14 Because of board curiosity about accessibility at its current location, the Director of
15 Elections will explore the possibility of an accessibility study.

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17 Without formal vote, the board acknowledge the Director of Elections flexibility to
18 revise office hours to better serve earlier or later voter traffic.

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20 The Registrar is currently interviewing internal candidates for the staff vacancy.

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22 The Registrar gave presented a detailed summary of the prior year budget showing an
23 expense plan of \$370,000 and actual of \$455,000.

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25 The County Clerk and County Attorney joined the meeting to advise and assist in
26 arranging an emergency Board of Supervisor meeting to approve changing precinct 201
27 relocation from Shenandoah Baptist Church to North Roanoke Baptist Church. The
28 anticipated meeting time would be 4:30PM on Thursday September 1.

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30 Incidental conversation with them revealed that the county does not lease space, which
31 greatly reduced the potential for moving to the ADECO building.

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33 The Director of Elections reported that the House of Delegates special election will
34 appear on the second side of a two-sided ballot in November.

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36 Election Officials' training dates are set for: October 18 at 10AM and 6PM, October 25 at
37 10AM and 6PM, October 27 at 9AM and 10:30AM, with emergency sessions available
38 on November 3 at 10AM and noon.

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40 Time considerations compelled Mr. Martin to postpone a Virginia Electoral Board
41 Association Southern District meeting report.

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43 The meeting adjourned at 2:08PM with the next meeting planned for a post-canvass time
44 to be set after the election.

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Secretary

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Chair

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Vice Chair