

Electoral Board Meeting  
Date: November 26, 2019  
Time: 10 AM  
Place: Registrar's Office  
5204 Bernard Dr., Roanoke, VA 24018

Chair : Ken Srpan  
Vice Chair: Dana Martin  
Secretary: Gailen Miles  
Board Attendance:  
Anna Cloeter  
Dana Martin  
Ken Srpan  
No visitors

1. Call to Order: 10:02 AM
2. Welcome
3. Approval of Minutes for November 13, 2019
4. In Ms. Miles absent Mr. Martin acted as secretary
5. Agenda Items
  - a. Director's Report:
    - i. Registrar Cloeter reported that Rebecca Owen and County Administrator O'Donnell remain cognizant that finding larger office space and more convenient, secure machine storage space is a priority. Ms. Owen said a cost benefit analysis is an important part of that process.
    - ii. Ms. Cloeter has also made them aware of need for a satellite location if legislation in House Bill 1 is approved as well as of the requisites outlined by the bill for such locations.
    - iii. Registrar Cloeter reported that the December 17 Board of Supervisors work session will consider the proposed pollbook upgrade with approval tentatively expected at the January 14 meeting. At an unspecified date, vendor representatives are scheduled to talk with County Information Technology personnel regarding House Bill 2178 requirements for pollbooks.
    - iv. Chair Srpan and DoE Cloeter are scheduled to meet with Schools Superintendent Nicely on December 20 for a general discussion of election day requirements and procedures at school buildings.
    - v. The board considered the viability of intermediate drop off locations for election night precinct bags. Without formal vote there was consensus that it would not, currently, be a practical or valuable course to pursue.
  - b. Approval of Officers of Election
    - i. Mr. Martin's motion to appoint approximately 380 Officers of Election to a two-year term beginning on March 1, 2020 passed unanimously. The board composed preliminary content for a letter of appreciation to 44 officers of election who are not returning.
6. Meeting adjourned at 11:35 AM.

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Secretary

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Chair

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Vice Chair