

## Roanoke County Electoral Board Meeting Minutes

Date: February 12, 2024

Time: 10:00 AM

900 Chestnut St. Vinton, VA 24079

Chair: Ken Srpan

Vice Chair: Michael Walsh

Secretary: Jeff Krasnow

Attendees: Ken Srpan, Michael Walsh, Jeff Krasnow, Anna Cloeter

Visitors: None

- I. **Welcome & Call to Order:** Chairman Ken Srpan called the meeting to order at 10:00 AM and welcomed everyone.
- II. **Adoption of Agenda:** Mr. Krasnow moved the adoption of the agenda for the meeting which was unanimously approved by a vote of 3-0.
- III. **Review & Signing of Previous Minutes:** The minutes of the prior meeting were reviewed, following which Mr. Walsh moved the adoption of the minutes which motion was unanimously approved by a vote of 3-0. The minutes from the Electoral Board's January 24<sup>th</sup> meeting were then signed by each of the members.
- IV. **Agenda:**
  - a. **Closed Session:** At 10:02 AM, Mr. Srpan requested a Motion that the Electoral Board enter into a closed session to discuss and evaluate issues relating to the security of ballots and voting equipment as permitted by Virginia Code §§ 2.2-3711(A)(34) and 24.2-625.1. While engaged in these activities, the Electoral Board will also conduct a thorough inventory of ballots ordered for the March 5, 2024 Dual Party Presidential Primary Election before packing and sealing them in the precinct and party-specific bags in which they will be transported to the County's voting precincts for use on Election Day.
    - i. Mr. Walsh moved that the Electoral Board enter into a closed session pursuant to Mr. Srpan's request, which motion was seconded by Mr. Krasnow. The motion passed, unanimously, by a vote of 3-0.
    - ii. Mr. Srpan announced that without objection, and by a 3-0 vote, the Roanoke County Electoral Board entered into a closed session to discuss and evaluate ballot and voting equipment as permitted by Virginia Code §§ 2.2-3711(A)(34) and 24.2-625.1 at 10:04 AM.
    - iii. During the closed session the Electoral Board discussed and evaluated only the security of ballots to be used on Election Day and the County's voting equipment while inventorying, packing, and sealing Election Day ballots inside their designated containers which will not be accessed again until the Officers of Election who work each precinct open them to facilitate voting on Election Day.
    - iv. At 12:38 PM, the Roanoke County Electoral Board concluded its closed session. Mr. Srpan then stated, "in accordance with Virginia Code § 2.2-3712(D), I am asking the Secretary of the Electoral Board to conduct a roll call to certify that to the best of each member's knowledge that 1) Only public business matters lawfully exempt from open meeting requirements of the Virginia Freedom of Information Act word conducted in the closed meeting, and, 2) Only such public business as was identified in the Motion for the closed meeting by which the closed meeting was convened, was heard, discussed or considered in the closed meeting of the Electoral Board. That roll call vote shall be recorded and included in the minutes of the Electoral Board. The Secretary will now call the roll for the above statement."
    - v. Sec. Krasnow proceeded to call the role as follows: Mr. Srpan - Mr. Srpan voted aye. Mr. Walsh - Mr. Walsh voted aye. Mr. Krasnow - Mr. Krasnow voted aye.
    - vi. The public Board meeting reconvened at 12:40 PM
  - b. **Chair's Report:** None
  - c. **Director's Report:** None
  - d. **Comments from the Vice-Chair & Secretary:** None
  - e. **Public Comment:** None

V.    **Scheduling of Next Meeting:** Canvass of Results for the March 5, 2024 Dual Party Presidential Primary Election will be scheduled for March 6 at 1:30 PM, March 7 at NOON, March 8 at NOON, and March 12 at 5 PM.

VI.   **Closed:** Meeting adjourned at 12:44 PM

Secretary    \_\_\_\_\_

Chair         \_\_\_\_\_

Vice Chair    \_\_\_\_\_