

## Roanoke County Electoral Board Meeting Minutes

Date: November 5-14, 2025

Time: See below

900 Chestnut St. Vinton, VA 24179

Chair: Ken Srpan

Vice Chair: Mickey Mixon

Secretary: Jeff Krasnow

Attendees: Ken Srpan, Mickey Mixon, Jeff Krasnow, Anna Cloeter

Visitors: Chris Newton and Luke Weir (November 5)

- I. **Welcome & Call to Order:** Chairman Ken Srpan called the meeting to order at 1:30 PM on Wednesday, November 5.
- II. **Approval of Agenda:** Chairman Srpan moved the adoption of the agenda for the meeting, which was seconded by Secretary Jeff Krasnow, and unanimously approved by a vote of 3 to 0.
- III. **Old Business – Approval of Minutes from Last Meeting:** Minutes from the previous meeting were reviewed, Secretary Jeff Krasnow moved that the minutes be adopted, Vice Chair Mickey Mixon seconded, and the adoption of minutes from the last meeting was approved by a vote of 3 to 0. The Electoral Board signed the minutes at 1:35 PM.
- IV. **New Business – Canvass of Results**
  - a. *Wednesday, November 5*
    - i. The Electoral Board met and began the Canvass of Results for the November 4, 2025 General Election in Roanoke County. The Board reviewed the Statements of Results and results summary tapes from all precincts on Election Day and confirmed that they had been properly reported to the State via ELECT’s results reporting website.
    - ii. Mr. Krasnow moved that the Electoral Board recess at 3:55 PM. Mr. Mixon seconded the motion, and the motion was approved by a vote of 3 to 0. The Board will resume its canvass of results on Friday, November 7 at NOON.
  - b. *Friday, November 7*
    - i. The Electoral Board reconvened at NOON to continue its canvass of results.
    - ii. No members of the public who had cast a provisional ballot appeared to provide further documentation in support of their provisional ballots.
    - iii. The Board observed the processing of post-election absentee ballots by the Central Absentee Precinct. A total of 263 ballots were reviewed during this session; 215 ballots were accepted during and 48 were rejected due to having incomplete Envelope Bs or being postmarked by USPS after November 4<sup>th</sup>. Once processing of post-election absentee ballots was complete, the Electoral Board reviewed the Statements of Results and by-precinct results reports, ensuring that the results obtained from all of the post-election absentee ballots were accurately reported to the State via ELECT’s results reporting website.
    - iv. Mr. Mixon moved that the Electoral Board recess at 2:30 PM. The motion was seconded by Mr. Krasnow and approved by a vote of 3 to 0. The Board will resume its canvass of results on Wednesday at NOON.
  - c. *Wednesday, November 12*
    - i. The Electoral Board reconvened at NOON to continue its canvass of results.
    - ii. The Board first concerned itself with a review of the provisional ballots cast during the November 4, 2025 General Election in Roanoke County. In total, 285 provisional ballots were marked during this election. 272 provisional ballots were determined to be eligible for counting and were accepted and processed by the Electoral Board. 13 provisional ballots were determined ineligible to be counted and were rejected. The Electoral Board ascertained results by precinct and ensured that they were accurately reported to the State via ELECT’s results reporting website.
    - iii. The Electoral Board then continued by reviewing the ballots cast during the Early Voting period. During Early, In-Person Voting, a total of 6,244 ballots were cast on machine in Vinton while were cast on machine at the Brambleton Center Satellite

Office. A total of 3,525 ballots cast Absentee, By-Mail were returned and counted during the early voting period and on Election Day. The Electoral Board reviewed the Statements of Results for both categories and then conducted a precinct-by-precinct review of results for both, ensuring that the results were properly reported to the State via ELECT’s results reporting website.

- iv. Mr. Krasnow moved that the Electoral Board recess at 4:01 PM; the motion was seconded by Mr. Mixon and approved by a vote of 3 to 0. The Electoral Board will reconvene at 3 PM on Friday to formally certify the results of this election to ELECT.

d. *Friday, November 14*

- i. The Electoral Board reconvened its meeting at 3 PM on Tuesday and all members signed the County’s Abstracts of Results for submission to State Board of Elections and Virginia Department of Elections.
- ii. The Electoral Board directed Ms. Cloeter to submit its Abstracts and voided ballots to the State for approval and certification.

V. **Public Comment:** N/A

VI. **Scheduling the Next Meeting:** The Board will meet on November 20<sup>th</sup> at 10:00 AM to conduct its review of the activities surrounding November 4, 2025 General Election. If called for, the Electoral Board will also conduct a Risk Limiting Audit as required by the State Board of Elections.

VII. **Adjournment:** On motion of Mr. Mixon and seconded by Mr. Krasnow, the Electoral Board adjourned their canvass of results for the November 4, 2025 General Election in Roanoke County at 3:17 PM. The motion passed unanimously.

Secretary \_\_\_\_\_

Chair \_\_\_\_\_

Vice Chair \_\_\_\_\_