

Albemarle County Electoral Board

Minutes: July 19, 2018

Location: Albemarle County Office Building, 5th Street

Attendance: Jim Heilman, Bill Love, Peter Wurzer, Jake Washburne, Clarice Schermerhorn

Guest: Tyler Links (PrintElect)

The meeting began at 9:35 am.

The minutes for June 7 and June 25 were approved unanimously.

Executive Session. Bill moved the following: RESOLVED, that the Board enter into executive session for the purpose of (i) discussion and consideration of the Board's Voting Systems Security Plan, as provided by Sections 2.2-3711.A.35 and 24.2-625.1.B of the Code of Virginia, (ii) discussion regarding the annual performance evaluation of the General Registrar, as provided by Section 2.2-3711.A.1 of the Code of Virginia, and (iii) discussion and consideration of the appointment, assignment and performance of one or more current and prospective Albemarle County election officers for the election cycle that began on March 1, 2018, also as provided by Section 2.2-3711.A.1 of the Code of Virginia. The motion passed unanimously. The Board went in to Executive Session at 9:39 am.

The Board came out of Executive Session at 11:27 am. Bill moved the following: RESOLVED, that to the best knowledge of each member of this Board (i) only public business matters lawfully exempted from the open meeting requirements of Chapter 37 (Virginia Freedom of Information Act) of Title 2.2 of the Code of Virginia and (ii) only such public business matters as were identified in the motion by which today's executive session was convened were heard, discussed or considered in the executive session. The motion passed unanimously.

Jim moved the appointment of 7 new Officers of Election for the election cycle that began on March 1, 2018. The motion passed unanimously. Their names are attached to these minutes.

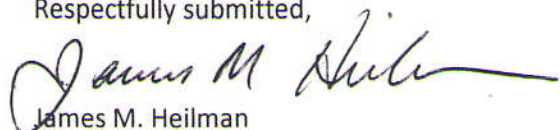
PrintElect Ballot Printing Contract. Jake presented the current situation wherein the County Attorney's Office seeks certain changes to the contract that the Electoral Board agreed to. Tyler Links discussed the issues raised and said he would need to take up these matters with the President of PrintElect. Jim suggested that Bill and Jake (being the two lawyers in the room) meet with Amanda Farley and possibly Greg Kampter of the County Attorney's Office to further discuss these matters. Tyler offered to come to said meeting if it would be helpful.

Provisional Ballot Materials. Clarice presented the new envelopes and instructions involved with provisional balloting. Discussion about them ensued. Jake will contact ELECT to see if any further guidance on provisional balloting will be forthcoming.

Election Officer Evaluations. Clarice distributed spreadsheets showing all Election Officers from the June primary who were recommended for higher positions by their Chief Officers.

The meeting was adjourned at 12:37 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James M. Heilman". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

James M. Heilman
Secretary, Albemarle County Electoral Board

Election Officials: Appointed July 19, 2018

Home Precinct	LastName	First Name	Suf	Term	Term Expiry	Party	Either
103	MORRIS	CLARICE		1-yr	02/28/2019	Unknown	No
203	WASHINGTON	PATRICK		1-yr	02/28/2019	Unknown	No
302	HILGARTNER	LISA		1-yr	02/28/2019	Unknown	No
405	MARSH	MARGARET		1-yr	02/28/2019	Unknown	No
502	SINGEL	SCOTT		1-yr	02/28/2019	Unknown	No
506	RODGERS	JUDY		1-yr	02/28/2019	Unknown	No
603	SALEHIN	MEAGAN		1-yr	02/28/2019	Unknown	No