

## Albemarle County Electoral Board

### In-person and Virtual Meeting

February 1, 2023

Location: Albemarle County Office Building, 5<sup>th</sup> Street

Attendance: Jim Heilman, Clara Belle Wheeler, Sylvia Flood, Erin Davis, Lauren Eddy, Jonathan Gil, and Jeania Pace

Guests: Kerin Yates and Sue Lewis – League of Women Voters; Laurie Jones – Albemarle Democratic Party; Doug Earle

The meeting began at 9:45 am.

Sylvia Flood made the following statement: This meeting is being held pursuant to and in compliance with the Continuity of Government Ordinance adopted by the Albemarle County Board of Supervisors. Guests will have a maximum of three minutes to speak, either at the beginning or end of the meeting. The Board may waive the three minute rule. *(All were physically present, except for Kerin and Sue who were virtually present.)*

The agenda was unanimously adopted.

The minutes for the January 11, 2023 meeting were unanimously approved.

Electoral Board Appointments. We clarified the expiration dates for each of our terms and determined that the expiration date on Sylvia's letter of appointment is wrong. Lauren will work with County Clerk John Zug to correct this.

Registration and Elections Office Expansion. Lauren told us that the Facilities and Environmental Services Department wants to begin construction to expand our office around the 1<sup>st</sup> of July and hopes to be done by mid-August. She further noted that she hopes to use one of the conference rooms at 5<sup>th</sup> Street as the office while construction is underway.

Letter requesting Attorney General opinion. Sylvia has finished the letter to Attorney General Miyares requesting an interpretation/clarification of Code of Virginia 24.2-124.1 and will send it shortly. Discussion ensued.

Virginia Electoral Board Association annual meeting. Lauren noted that we now have rooms for Saturday night (March 25) at the Hampton Inn and Sunday night at the Hotel Roanoke.

Same Day Registration. Lauren informed us that she has been asked to be a part of a workgroup organized by the State Department of Elections to study ways of improving same day registration.

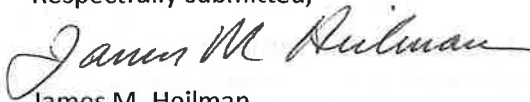
Executive Session. Sylvia moved the following: RESOLVED, that the Board enter into executive session for the purpose of discussion and consideration of the appointment, assignment and performance of one or more current and prospective Albemarle County election officers for the election cycle that begins on March 1, 2023, as provided by Section 2.2-3711.A.1 of the Code of Virginia. The motion passed unanimously. The Board went into Executive Session at 10:50 am.

The Board came out of Executive Session at 11:57 am. (Board members and staff participated in the Executive Session.) Sylvia 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 140 citizens as Officers of Election for a period of one year beginning March 1, 2023. The motion passed unanimously. Their names will be attached to these minutes.

The meeting was adjourned at 11:59 am.

Respectfully submitted,

A handwritten signature in cursive script that reads "James M. Heilman". The signature is written in dark ink and is positioned above the printed name.

James M. Heilman  
Secretary, Albemarle County Electoral Board