

Bristol Virginia Electoral Board
Meeting Minutes

April 19, 2018

Present: Vice-Chair Sarah Williams; Secretary Jane L. Sheffey; General Registrar, Penny R. Limburg; Deputy Registrar, Jeff Miller; Machine Custodian, Blair Keen; Chair, Nancy Steele joined the meeting at 10:00 a.m.

Next meeting: April 26, 2018 at 9:00 a.m. Conduct Logic and Accuracy Testing for June Primary Absentee Voting machine

I. Call to Order – The meeting was called to order at 9:00 a.m. by Vice-Chair, Williams in the absence of the chairman who had an appointment. Chairman Steele arrived later at approximately 10:00 a.m.

II. Logic and Accuracy Testing – The purpose of the meeting was to conduct logic and accuracy testing on the precinct voting equipment to be used for the May 1, 2018 General Election. All equipment performed satisfactorily. The equipment was set and sealed with tamper resistant locks and placed in secure storage until delivery on Election Day.

III. Approval of Minutes – The minutes from the February 28, 2018 meeting were examined and no corrections were made. Sheffey moved to approve the minutes followed by a second from Williams. The motion was approved by all and the minutes were filed for record.

IV. New Business

Item 1: Consider granting authorization for the Virginia High School government classes to observe the voting process on Election Day. Williams made a motion seconded by Sheffey to allow the government students to observe the voting process from a designated area in the gym. All were in agreement and the motion passed.

Item 2: Intent to conduct site visits on Election Day per §24.2-625.1C. Sheffey made a motion to conduct site visits at each precinct on Election Day followed by a second from Williams. All were in agreement and the motion passed.

V. Announcements/ Comments – There were no other announcements.

VI. Adjourn – Secretary Sheffey moved to adjourn the meeting with a second from Williams. The motion passed and the meeting was adjourned by Chair Steele at 10:04 a.m.

Signature of secretary