



NOTICE OF SPECIAL MEETING

May 6, 2019

Hopewell Electoral Board

The Hopewell Electoral Board will hold a special meeting on Monday, May 6, 2019, at 4:00 p.m. in the Conference Room of the Registrar's Office, located at 245 East Broadway, Suite 4, Hopewell, Virginia 23860.

Please contact Sheila Mickelson at 541-2232 if there are any questions.



CITY OF HOPEWELL ELECTORAL BOARD

SPECIAL MEETING AGENDA

Date: May 6, 2019

Place: Voter Registration Office

245 E. Broadway, Suite 4

Hopewell, Va. 23860

Time: 4:00 pm

I. Call to Order

- a. Roll Call
- b. Announcement of Quorum
- c. Approval of Agenda
- d. Pledge of Allegiance
- e. Invocation

II. Closed Meeting – Motion: *To go into closed meeting for consultation with legal counsel employed or retained by the electoral board regarding specific legal matters (registrar) requiring the provision of legal advice by such counsel, pursuant to Virginia Code § 2.2-3711 (A)(8).*

Roll Call

Reconvene Open Meeting – Certification by Electoral Board Members pursuant to Virginia Code § 2.2-3712 (D): "*Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in closed meeting?*"

Roll Call

- III. Approval of Minutes**
- IV. Acting Registrar Report**
- V. Old Business**



CITY OF HOPEWELL

ELECTORAL BOARD

- VI. New Business – Update Officer of Election meeting and training.**
- VII. Other Business**
- VIII. Adjournment**

May 6, 2019
Hopewell Electoral Board Minutes
Voter Registration Office
245 East Broadway, Suite 4
Hopewell, Va. 23860
Time: 4:00pm

Members Present: George Uzzle, Chair
Sheila Mickelson, Vice Chair

Members Absent: William Anderson, Secretary

Others Present: Darlene White, Acting Registrar and Assistant Registrar Dasheen Jennings

Call to Order and Announcement of Quorum: - Chair Uzzle called the meeting to order at 4:00pm and conducted the roll call. With Chair and Vice Chair present, Chair Uzzle announced a quorum.

Approval of Agenda – Chair Uzzle motioned to approve the agenda. Motion seconded by Vice Chair Mickelson. Motion to approve the agenda passed.

Pledge of Allegiance- Pledge of Allegiance was lead by Chair Uzzle.

Invocation- Invocation was given by Assistant Registrar Dasheen Jennings.

Closed Meeting – Chair Uzzle motioned to go into closed meeting for consultation with legal counsel employed and retained by electoral board regarding specific legal matters (registrar) requiring the provision of legal advice by such counsel, pursuant to Virginia Code 2-2-3711 (A) (8).

Motion was seconded by Vice Chair Mickelson.

Roll Call

Vice Chair Sheila Mickelson – Yes

Chair George Uzzle - Yes

Meeting was reconvened by Chair Uzzle. Certification by Electoral Board members pursuant to Virginia Code 2.2-3712 (D): "Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in closed-meeting motion discussed in closed meeting?"

Roll Call

Vice Chair Sheila Mickelson - Yes

Chair George Uzzle - Yes

Approval of Minutes – Motion was made by Chair Uzzle to approve minutes for April 10th board meeting. Motion seconded by Vice Chair Mickelson. Motion passed and minutes were approved.

Acting Registrar Report – Ms. White reported that she was "right on schedule" for the June primary. Ballots were approved, ordered and received. Currently in process of counting ballots. Absentee voting has begun and (2) voters have voted on machines. Office is in the process of preparing precinct boxes.

Ms. White concluded her report by informing the board that she has been in contact with Mike Brown from Demtech and he will be coming to the office to personally train she and Ms. Jennings on setting up electronic pollbooks.

Old Business- Vice Chair Mickelson indicated that she needs to do site review for relocation of registrar office. Chair Uzzle requested she provide him with a date that she is available and he will contact Assistant City Manager Dane to schedule review.

New Business – Assistant Registrar Jennings reported that the power point was in the final stages for completion for officer of election training and provided Chair Uzzle with a sample of the handout that will be given to Chiefs, assistant chiefs and officers of election. She further reported that there are 43 poll workers and as of board meeting date 27 had confirmed mandatory training attendance.

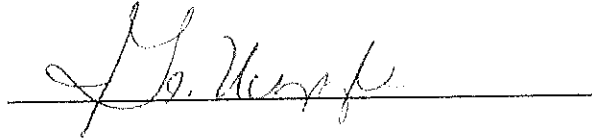
Vice Chair Mickelson reported that library had been secured for the training and all equipment, tables, chairs, etc. will be provide. Access to the library for set-up may commence on May 29th at around 4:00pm and on the day of the meeting, May 30th, at 9:00am.

Chair Uzzle went over with Ms. Jennings timeline for his portion of the training and Gary Fox, Regional Account Manager, Printelect. Vice Chair requested that there be a program created for handing out to Officers of Election at the training.

Ms. Jennings concluded her report by informing the board that lunch will be provided to the Officers of Election as had been provided to them during the previous election training and provided a modest cost break-down.

With no other business, Chair Uzzle moved that meeting be adjourned. Motion seconded by Vice Chair Mickelson.

Adjournment 6:25pm

A handwritten signature in cursive script, appearing to read "G. Uzzle", is written over a horizontal line.

George Uzzle, Chair