



CITY OF HOPEWELL ELECTORAL BOARD

MEETING MINUTES

Date: June 19, 2019

Place: Hopewell Library

209 East Cawson Street

Hopewell, VA 23860

Time: 6:00 p.m.

Members Present:

George Uzzle, Chair

Sheila Mickelson, Vice Chair

Jackie Shornak, Secretary

Others Present:

Darlene White, Acting Registrar

Dasheen Jennings, Assistant Registrar

Betty Washington, Democratic Party Chair

Brandon Howard & Wife, Republican Party Chair

Mark Shornak, Citizen

Brenda Pelham, Councilor for Ward 6

Brandon Carwile, Reporter for Herald*Post

Call to Order: Chair Uzzle called the meeting to order at 6:03 p.m.

Welcome: Chair Uzzle welcomed Jackie Shornak to the Board who is taking the place of William Anderson as Secretary. Vice Chair Mickelson also welcomed Secretary Shornak to the Board and looks forward to working with her.

Roll Call and Announcement of Quorum: Secretary Shornak conducted the roll call. All members were present and announced a quorum.

Approval of Agenda: Motion was made to amend the agenda by Vice Chair Mickelson to reflect the dates of the April 1st and June 5th as opposed to May 19th and May 23rd. Secretary Shornak seconded. Chair Uzzle asked for all who approved say aye. All responded in favor and the motion passed.

Other Business: Vice Chair Mickelson recapped the June 11th Primary. The Hopewell results: Lindsey Daughtery – 518 votes and Tavaris Mark – 671 votes. She stated that these results were only in Hopewell. Senate race: Joe Morrissey – 712 votes, Senator Rosalyn Dance – 532 votes.

Vice Chair Mickelson also welcomed Secretary Shornak to the Board and gave her an Electoral Board Handbook. She gave an overview of the Secretary's responsibilities for meetings but not limited to recording the minutes and sending out meeting notices. She reiterated that anyone can call a meeting and a notice needs to be sent out within three (3) business days prior to the meeting. The notice is sent out either by the Chair or the Secretary to Clerk Ronnieye Arrington

stipulating the date, time, and location. If it is a Special Meeting, then it will be necessary to state that to the Clerk. The Agenda is to be worked on by all three members of the Board. The Secretary will send out a draft Agenda to all the Board Members to be agreed upon. Once the Agenda has been finalized, it will then be approved at the next meeting. Copies are available to the Hopewell constituents and also to the Clerk for posting on the website. The Secretary needs to take notes during the meeting. Vice Chair Mickelson gave this overview in terms of the meetings and notices. Chair Uzzle stated that the approval of the draft agenda should be approved by him and not the board members. A copy of the final minutes is to be given to Darlene White to be posted in the Registrar's Office Minute Book. Dasheen Jennings has been personally delivering a copy of the final minutes to Clerk Arrington. Secretary Shornak stated that this was a big help and if she has any questions, she will not hesitate to ask. Vice Chair Mickelson stated we all work as a unit.

Contact information will be disseminated to everyone. Vice Chair Mickelson advised that Secretary Shornak begin reading Chapter 2 for guidance. Secretary Shornak stated she was looking forward to working with both of them and was very grateful for their welcome. She stated that she wanted to work with them to get the office back to where it used to be and making sure that the voters and the citizens of Hopewell are given the proper Registrar's Office in order to make sure things are all on the up and up. She expressed her appreciation. Chair Uzzle stated that the June 11th Primary went off without a hitch. He congratulated Darlene White and her staff for a job well done.

Minutes: Chair Uzzle asked for all those in favor to accept and approve the minutes of the April 1st and June 5th say aye? All members of the Board voted unanimous to accept and approve the minutes. Motion passed.

Old Business: Chair Uzzle stated that the new building that was proposed for the new Registrar's office is located in Cavalier Square in the old bank building beside K&L. Chair Uzzle has already done a walk-through and it is spacious but you have to have an imagination because there is much work to be done. He thought that it would be a good building. He asked the Vice Chair and Secretary contact Charlie Dane, Assistant City Manager, to schedule a walk-through in order that we can move forward with this project.

Chair Uzzle mentioned the Electoral Board Annual Training for Board Members was scheduled for Tuesday, June 25th in Richmond given by the State Board of Elections. The training for Registrars would be Monday, June 24th. Secretary Shornak said that she was in the process of getting signed up for the training. Chair Uzzle and Vice Chair Mickelson were already registered.

Closed Meeting: Chair Uzzle moved to go into closed session for personnel hiring of General Registrar pursuant to the personnel exemption in the Code of Virginia 2.2-3711(A)(1) respectively? Motion seconded by Vice Chair Mickelson.

Roll Call: Chair Uzzle, Vice Chair Mickelson and Secretary Shornak unanimously voted yes. Motion passed.

Reconvene Open Meeting – Certification by Electoral Board Members: Pursuant to Va. 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:

Chairman Uzzle, Vice Chair Mickelson and Secretary Shornak unanimously voted yes. Motion passed.

Open Meeting to Public: Chair Uzzle made a Motion to open the meeting for comments from the public. Vice Chair Mickelson seconded the Motion. Chair Uzzle asked the Board Members for all who approved say aye. All responded in favor and the Motion passed. Chair Uzzle opened the floor to the public for comments.

Brandon Howard, Republican Party Chair, welcomed Secretary Shornak to her position on the Electoral Board. He stated she will serve the City well. She will serve the voters and the Board to the best of her ability. The Republicans are very pleased with her nomination and is very pleased to have her on the Board. Chair Uzzle said she was an excellent choice. We realize she brings much needed experience that the Board can use. Mr. Howard said use her wisdom and experience. Chair Uzzle said we hope to see the Board elevated even higher than what we are expected to be.

Bettie Washington, Democrat Party Chair, welcomed Secretary Shornak and asked for copies of the minutes of the April 1st and June 5th meetings. Brandon Howard also asked for copies as well. Vice Chair Mickelson posted all of the minutes except April 1st and June 5th.

Brandon Carwile, a reporter, asked if the Board had come to any determination regarding the hiring of the Registrar. Chair Uzzle said this was a process with the applications. It was more of a selection process to narrow it down. Secretary Shornak also stated that since she just came on the Board, they were really going over the applications first. Then the Board will be choosing the applicants to be interviewed. Mr. Howard asked how many applications were there. Chair Uzzle said that we would like to keep this information closed at the moment. Secretary Shornak said that after we make sure that we have all the applications, then the Board will decide when to give that information to the public. Chair Uzzle also stated that we would give out that information at a later time. Vice Chair Mickelson stated that we wanted to be as transparent as possible.

Next meeting is June 26th. Chair Uzzle said this would be a closed meeting. Chair Uzzle made a Motion to have the next meeting on June 26th at 4:00 p.m. at the Registrar's Office. Secretary Shornak seconded the Motion. Chair Uzzle asked the Board Members for all who approved say aye. All responded in favor and the Motion passed.

Adjournment: Chair Uzzle made a Motion to adjourn the meeting? Vice Chair Mickelson seconded the Motion. Chair Uzzle asked the Board Members for all who approved say aye. All responded in favor and the Motion passed.

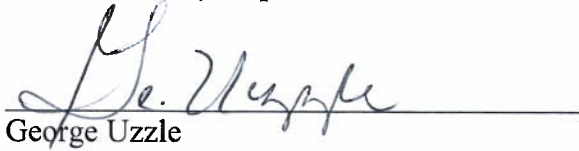
Meeting adjourned at 7:23 p.m.

Respectfully submitted,



Jackie Shornak
Secretary, Hopewell Electoral Board

APPROVED by Hopewell Electoral Board Chair on July 9, 2019



George Uzzle

245 E. Broadway, Suite 4, Hopewell, VA 23860
Phone: 804-541-2232
Fax: 804-452-828