



# CITY OF HOPEWELL ELECTORAL BOARD

## MEETING OF THE ELECTORAL BOARD

October 16, 2018

### MINUTES

1. Call to Order, Roll Call and Welcome to Visitors

Pledge Allegiance to the Flag –

- (a) Chairman Washington led the Board in the pledge of allegiance to the flag;
- (b) Opening Prayer/Invocation – Yolanda W. Stokes, Registrar

(c) Roll Call:

- 1. Patrick Washington – Present
- 2. David Silvestro - Present
- 3. Herbert Townes - Absent – Approved.
- 4. Yolanda W. Stokes, Registrar- Present

Patrick Washington, Chairman appointed Mr. David Silvestro as acting Secretary in the absence of the Secretary Mr. Herbert F. Townes.

- 2. Quorum: - The Chairman, Mr. Washington announced that a quorum had been established.
- 3. In the absence of the Secretary, Mr. Herbert Townes, the Board voted to approve the August 22, 2018 meeting minutes at the next scheduled meeting.

NOVEMBER 6, 2018 – GENERAL ELECTION:

- 4. Setting of time(2) for the:
  - a. Provisional Ballots – 10:00 a.m
  - b. Canvass - Immediately following the 10:00 a.m. Provisional Ballots meeting.
- 5. Chairman's Report –
  - a. Announced that there would be a General Election on November 6, 2018;
  - b. Reminded that Poll Worker training would be held on October 23, 2018 at GunCotton, a local Hopewell business, at 10:00 a.m.



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### 6. Secretary's Report –

- a. Selection of Poll Workers: - It was properly moved by Mr. David Silvestro; and seconded by Chairman Washington that this matter would be moved to the end of the Agenda, and the Board would enter into "closed" session regarding the issue of Poll Workers, more specifically a personnel matter regarding a "resigned" staff member of the Registrar's Office.
- b. Chairman Washington moved to amend the Agenda to place the matter at the end of the Agenda, seconded by Mr. David Silvestro, Vice Chairman to amend this agenda item.
- c. Matter to be addressed at the end of the Regular agenda in "closed" session.

### 7. Board Reports:

#### a. David Silvestro:

- i. Mr. Silvestro gave an updated report of the request to the local government to move the Voter Registration Office to a more accessible location.
- ii. After speaking with Mr. Charlie Dane the Asst. City Manager, he assured the Board that Mr. Dane was in on-going negotiations with the persons at the Cavalier Square regarding a possible relocation there; also Mr. Dane would be looking at other possible locations per guidance from the local City Council.
- iii. Mr. Silvestro would keep the Board updated on any other new information.

#### b. Registrar's Report:

- i. Absentee voting was in full "swing."
- ii. Voter Registration closed as of 5:00 p.m. on October 15, 2018
- iii. Training of Poll Workers and introduction of new Poll Workers applications for Board review and consideration.
- iv. Introduction of Mr. James Nickerson – Seasonal part time employee – Asst. Registrar for Coordination of Election.
  1. Duties would include assistance with the Board on Election day and the day after for the Canvass; assisting in the Community with Voter Registration of those who were elderly or otherwise confined and needed to register or apply to absentee vote.



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### Old Business:

None in the absence of the Secretary's Report.

### New Business:

- a. Election Day is November 6, 2018;
  - i. Public Works and School Officials have been notified to pick up voting materials and the canvass materials to be delivered to the Circuit Court after the Canvass was completed.
- b. Registrations;
  - i. Closed. Approximately 12, 072 voters on the books..
- c. Absentee Voting
  - i. The office would be open on the last two Saturdays prior to Tuesdays Elections from 8:30 a.m . – 5:00 p.m. for Voting.

### Other Business and Public Comments:

Having no other business and/or public comments, the Board moved and properly seconded to enter into "closed" session.

1. Upon a motion made by Electoral Board member David Silvestro, Chairman and seconded by Electoral Board member Patrick Washington, Chairman, the Electoral Board entered into "closed" session pursuant to Section 2.2-1711(A)(1) of the Code of Virginia to discuss, consider or interview of prospective candidates for employment, appointment or re-appointment of personnel. New Poll Worker applications; and to consider the continued appointment of Poll Workers as needed for the November 6, 2018 General Election. Performance reviews were considered.
2. Upon a motion made by Chairman Patrick Washington, Chairman and seconded by Vice-Chairman David Silvestro, and passed by a vote of the Electoral Board, the Electoral Board certified that only public business matters (1) lawfully exempted from open meeting requirements and (2) identified in the closed meeting motion discussion were discussed; the Electoral Board reconvened in open session.
3. A motion to accept the Poll Worker list as presented by the Registrar was put on the floor by Chairman Patrick Washington.
  - a. Patrick Washington – Yes
  - b. David Silvestro – Yes



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- i. With the following amendment: to "re-visit" at a later date, the personnel matter discussed in closed session.
4. Vice-Chairman David Silvestro motioned and Chairman Patrick Washington seconded; the motion to call for a "special" meeting to address the issues, should it become necessary.

Upon a motion by Chairman, Patrick Washington and seconded by Mr. David Silvestro the meeting was adjourned at approximately 7:58 p.m.

ADJOURNMENT: 7:58 P.M.

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Patrick N. Washington, Chairman

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David Silvestro, - Vice Chairman/Acting Secretary

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Herbert Townes - Secretary