



**CITY OF HOPEWELL
ELECTORAL BOARD**

MEETING MINUTES

Date: January 6, 2020
Place: 245 East Broadway, Suite 4
Hopewell, VA 23860
Time: 6:00 p.m.

Members Present:

George Uzzle, Chair
Sheila Mickelson, Vice Chair
Jackie Shornak, Secretary

Others Present:

Norman Shelton, General Registrar

Call to Order: Vice Chair Mickelson called the meeting to order at 6:13 p.m. Chair Uzzle was running a little late.

Roll Call and Announcement of Quorum: Secretary Shornak conducted the roll call. Vice Chair Mickelson and Secretary Shornak were present and announced a quorum. Chair Uzzle arrived at 6:40 p.m.

Approval of Agenda: Secretary Shornak made the motion to approve the January 6th agenda as written and presented and Vice Chair Mickelson seconded the motion.

Roll Call:

Vice Chair Mickelson – Yes
Secretary Shornak – Yes

Motion passed.

Pledge of Allegiance led by Jackie Shornak.

Invocation led by Norman Shelton.

Approval of Minutes: A motion was made by Secretary Shornak and seconded by Vice Chair Mickelson to table the approval of the Minutes for the Ascertainment and Provisional Ballot Meetings for the November 5, 2019 General Election as written and presented until the next scheduled meeting.

Roll Call:

Vice Chair Mickelson – Yes
Secretary Shornak – Yes

Motion passed.

New Business:

Registrar Report: Norman Shelton updated the Board on the items below

- Board DS200 Certification will take place on 1/10/20 at 10:00 a.m.
- Board Voter Registration Office Security Plan for Development of Elections due 1/17/20 was tabled to our next meeting. Mr. Shelton is still in the process of working on the Plan.
- Update on Security Survey was also tabled.
- Reported on March Democratic Primary and approval of ballots. Mr. Shelton provided a ballot and said that a total of 3,500 ballots were ordered. A Motion to approve the ballot is made below.
- Purchase and approval of additional voting machines - Mr. Shelton discussed the importance of the purchase of additional voting machines for the 2020 Democratic Primary Election. The cost of the three DS200 Scanners will be approximately \$24,000.00 and a Manual Tabletop Paper Folder is approximately \$618.29. A Motion is made below.
- Other Voter Registration operations – none to report.

Approval of Ballot for March Democratic Primary: A motion was made by Vice Chair Mickelson and seconded by Secretary Shornak to approve the official ballot which will be used in the March Democratic Primary Election.

Roll Call:

Chair Uzzle – Yes

Vice Chair Mickelson – Yes

Secretary Shornak – Yes

Motion passed.

Approval of Purchase of Additional Voting Machines and Manual Table Top Paper Folder: A motion was made by Vice Chair Mickelson and seconded by Secretary Shornak to approve the purchase of three (3) additional voting machines (DS200 Scanners) at an approximate cost of \$24,000.00 and a Manual Table Top Paper Folder at an approximate cost of \$618.29 which will be used in the 2020 Election.

Roll Call:

Chair Uzzle – Yes

Vice Chair Mickelson – Yes

Secretary Shornak – Yes

Motion passed.

Update on VEBA Conference: Norman Shelton updated the Board on the upcoming VEBA Conference to be held in March 2020. No action taken.

Update on Office Relocation at Cavalier Square: Mr. Shelton updated the Board on the progress of the office relocation. Mr. Shelton said he was trying to contact Mr. Dane for an update, but he hasn't returned his calls. Chair Uzzle said he would also try to contact the Management Office for an update.

Adjournment: A Motion was made to adjourn the meeting by Secretary Shornak and seconded by Vice Chair Mickelson. Meeting was adjourned at 7:21 p.m..

Roll Call:

Chair Uzzle – Yes

Vice Chair Mickelson – Yes

Secretary Shornak – Yes

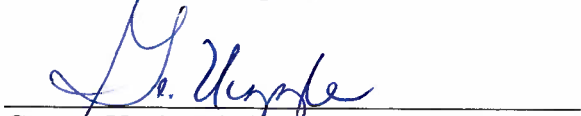
Motion passed.

Respectfully submitted,



Jackie Shornak, Secretary
Hopewell Electoral Board

APPROVED by Hopewell Electoral Board Chair on February 27, 2020



George Uzzle, Chair
Hopewell Electoral Board