



Northumberland County, Virginia Electoral Board Meeting Minutes



Date:	June 13, 2023	Member Attendees		Present
Location	Registrar's Office	Chair:	Ed Johnson	X
Call to order	9:34 AM	Vice Chair:	Austin Schmidt	X
Adjourned	10:56 AM	Sect:	Bob Heller	X
		GR	Kathy Davenport	X
Guests Present: Ms. Karen Pica, prospective Election Officer, residing in precinct 4.				

Previous Minutes:

- ❖ May minutes were approved electronically, submitted for posting on May 12, and added to the Minutes book.

Agenda Items:

- ❖ Minutes Approval: Electronic signing of monthly EB minutes is working and will continue. This benefits interested voters by having meeting minutes available to them well within established guidelines.
- ❖ Budget Discussion: The secretary brought up the situation of our having a \$96K YTD budgetary surplus. It was determined that this was fully a result of planning for 3 elections in FY23 but only having one conducted.
- ❖ Election Officers: 51 EO's have accepted responsibility to serve for the next term.
 - Training for each election is required to be completed as proscribed by ELECT
 - Chief & Asst. Chief need to be assigned for each pct.
 - The training plan in total should be reviewed and/or restructured as needed by Sep 1 for this year's Nov election.

Closed Session:

- ❖ At 10:16AM, Secretary Bob Heller moved as directed by § 24.2-653.01 of the Code of Virginia to go into "Closed" session to discuss a personnel matter. The motion was 2nd and passed unanimously, and our guest departed.
- ❖ At 10:45AM the Closed Session was adjourned. Per the Code of Virginia 2.2-3712 I, minutes are not required for closed meetings.

Action will contact Items:

1. Mr Heller will review and adjust as needed the previously submitted FY 24 budget as requested by administration.
2. Mr Heller will review and adjust as needed the existing Election Officer training plan.

Signed and accepted

Date: June 19, 2023

Ed Johnson Chair

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Ed Johnson
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Austin Schmidt Vice Chair

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Austin B Schmidt
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Bob Heller Secretary

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Re. Heller
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