



Northumberland County, Virginia

Minutes of Electoral Board Meeting



Date:	Wed. June 12, 2024	Member Attendees		Present
Location	Registrar's Office	Chair:	Joe Schlatter	Yes
Call to order		Vice Chair:	Austin Schmidt	No
Adjourned		Sect:	Bob Heller	Yes
Others Present	Kathy Davenport (when needed)			
Guests Present:	No members of public or political party representatives were present.			

Previous Minutes & Notes: May 2024 Minutes were approved and posted 5/22/24. Mr. Austin was not present due to an illness.

Agenda Items:

❖ Election staffing:

- A group of 10 new Election Officers completed the required training on 6/10. The pre-attendance knowledge was successfully delivered electronically.
- Polling place set-up will be conducted Monday, 6/17 and pick-up on Thursday, 6/20, considering the day following election is a Holiday. Polling Place contacts have been advised and can accommodate.
- Wesley James will assist with Absentee Ballot pre-processing on 6/15 & 18. He was scheduled to work in the 1st Precinct as an election officer.
- Prior to the November Presidential election, we will be in need of additional Election Officers to ensure full staffing on Election Day, Early Voting, and for CAP. Recruitment will be initiated with the two respective county party organizations.

❖ .IT needs & Equipment:

- The new "electronic" delivery of training materials, done on a test basis using a shared file, worked well but would be optimized if made available on the Electoral Board/Registrar's web page. Allowing easier access.
- The Electoral Board has a current need for shared data storage and access to address version control of forms, documents, and information. The County IT department will be consulted.
- Maintenance issues have been identified in two of our existing voting machines (both Touch Writers) which need to be sent to Hart for needed repairs.

Action Items:

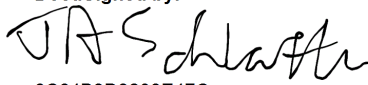
1. .Mr Heller will contact County IT
2. The Registrar shall make arrangements for equipment return to Hart.

Signatures


Signed and accepted on:

Date: 6/16/2024 | 2:02 PM PDT


Joe Schlatter Chair

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Austin Schmidt Vice Chair

DocuSigned by:

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Bob Heller Secretary

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