



Office of the Electoral Board and General Registrar
County of King and Queen
232 Allens Circle, P. O. Box 56
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Stuart Swilley, Chairman
Linda Culbreth, Vice Chairman
Martha Hart, Secretary

Diane C. Klausen, General Registrar
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The regular meeting of the K&Q County EB was held on Tuesday, March 14, 2023. Meeting was called to order at 9:00 am by Stuart Swilley, EB Chairman. In attendance: Stuart Swilley, Linda Culbreth, Martha Hart and GR Diane Klausen. Minutes of the previous meeting were read and approved.

Old Business

1. Stuart Swilley will attend electoral board "boot camp" in Richmond at July boot camp session.
2. GR informed EB that no additional local candidates have qualified as of this meeting date and that the filing deadline for local candidate's is June 20, 2023 for the November General Election.
3. GR vacant office position of Deputy Registrar has been filled.
4. GR reviewed Officers of Election party recommendations to EB. Stuart Swilley made a motion to reappoint officers of elections as presented, Linda Culbreth seconded and vote was taken. Vote was unanimous, all EB members voted YAY.
5. GR informed EB that precinct relocation process moving precinct from K&Q Elementary School to Poroporone Church has been completed. On March 22nd the GR, Deputy GR & Chief Officer of Election will meet at new precinct to review election day set-up which will include precinct voter flow, ADA accessibility & signage inside and out.
6. GR and EB member Linda Culbreth attended BOS budget workshop to present Registrar & Electoral Board budgets to BOS members.

New Business

1. GR reviewed ballot printing issues that took place at Prince William County during a recent Special Election.
2. GR informed EB that a new emergency precinct is needed for the Shanghai District (precinct 501). The previous emergency precinct was Poroporone Church which is now the primary precinct. Diane will make contact with Old Church to ask if that location can be utilized as emergency precinct.
3. GR reviewed offices for the K&Q June Primary, if held. New districts for VA House of Delegates & Virginia Senate as a result of redistricting were discussed. All precincts are HOD district 68, VA Senate district 25 includes Newtown, St. Stephens Church, Stevensville & Shanghai voting districts. VA Senate district 26 is Buena Visa voting district only.
4. Discussed changes to the vote by mail envelope in reference to HB 1948 .
5. GR & former deputy Registrar completed online cyber security training by KnowBefore courtesy of the Dept. of Elections.
7. GR made recommendation to change opening time for CAP for all upcoming & ongoing elections from 12:00 to 2:00 pm. Due to limited number of ballots the CAP has to process due to required pre-processing prior to election day. Stuart Swilley made a motion, Linda Culbreth seconded and vote was taken. Vote was unanimous, all EB members voted YAY.

There being no further business, Stuart Swilley adjourned the meeting at 9:58 a.m.

Submitted
Martha Edward Hart
Secretary