

Office of the Electoral Board and General Registrar
County of King and Queen
232 Allens Circle, P.O. Box 56
King and Queen Court House, VA 23085

Stuart Swilley, Chair
Linda Culbreth, Vice Chair
Martha Edwards Hart, Secretary

Diane C. Klausen, General Registrar
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Electoral Board of K&Q County met Tuesday, August 8, 2023 in Office of GR.
EB meeting was called to order @9:00 a.m. by Stuart Swilley, Chair.
In Attendance: Stuart Swilley, Linda Culbreth, Martha E. Hart, & GR Diane Klausen.

Minutes of the previous meeting were read, reviewed, & approved unanimously, after two (2) modifications.

Old Business:

1. GR presented Voting System Security Plan (VSSP) for EB review.
VSSP Certification was signed by EB, & sent to Virginia Department of Elections, Richmond, VA.
2. GR informed EB re: clarification from ELECT: All firearms are restricted within 40 feet of all Polling Sites.
3. EB & GR participated in live-streamed Webinar, Wednesday, July 7, 2023: 2023 Legislative Changes Updates.

New Business:

4. GR reviewed email response with EB re: unsolicited surveys from not-for-profit entities: Do Not Engage.
5. GR updated EB re: Deputy Registrar position.
6. GR informed EB re: November 2023 Election: Officers of Election (OE) Training is scheduled Thursday, October 26, 2023 in K&Q Courthouse & Hearing Room.
7. GR will be away from Office August 10—20, 2023.
8. GR distributed new Virginia Election Laws: 2023 Edition, to each EB member.
9. GR will notify K&Q County Party Chairs re: dates of Logic & Accuracy (LSA) Testing & Post Election Canvass.

10. GR & EB reviewed previous plans for number of ballots to be purchased for Tuesday, November 7, 2023 Election. **Number of ballots to be purchased has been increased.
11. GR informed EB of planned purchase of Pins for OE.
12. GR informed EB: Security Cameras will be installed on the exterior of the Office of GR, & backup batteries will be installed on each desktop inside the Office of GR.
13. GR reviewed November 2023 Election Schedule:
 - **Logic & Accuracy (L&A) Testing will begin 9:00 a.m. Monday, September 11, 2023 in the K&Q CH Hearing Room.
 - **Early Voting for Tuesday, November 7, 2023 Election begins 45 days prior: Friday, September 22, 2023.
 - **Election Canvass & Provisional Ballot meeting will begin Wednesday, November 8, 2023 @10:00 a.m. in K&Q General District Courthouse.
 - ***If necessary, Election Canvass will re-convene Monday, November 13, 2023 @1:00 p.m.
14. **Date of next meeting of K&Q County EB has been changed: EB will meet Monday, September 11, 2023, after L&A Testing has been completed.

There being no further business, K&Q County EB meeting adjourned @9:52 a.m., to allow new EB members to train on setting up voting equipment.

Respectfully Submitted,

Martha Edwards Hart
Secretary

