

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 Monday, September 11, 2023 in Office of GR after completion of Logic & Accuracy (L&A) Testing.

EB meeting was called to order @12:43 p.m. by Stuart Swilley, Chair.

In Attendance: Stuart Swilley, Linda Culbreth, Martha E. Hart, & GR Diane Klausen.

Minutes of previous meeting were read, reviewed, & approved unanimously, after a minor correction.

Old Business:

1. General Registrar Certification of Appointment, & GR Performance Evaluation, have been completed & submitted.
2. GR informed EB re: Risk Limiting Audit (RLA). Virginia House of Representatives localities are randomly selected to be audited.
**GR will notify EB if K&Q County is selected.

New Business:

3. GR reviewed Voter Roll Maintenance per Guidelines from Virginia Department of Elections. Categories within Voter Rolls are updated, as specified by calendar: e.g weekly, monthly, or quarterly.
**GRs are required to remove Inactive Voters from Permanent Absentee Ballots (PAB) List.
4. GR informed EB: Senate Bill 1251 Optional Survey "Delivery of Election Results". Election results are to be delivered by both major political parties when practical.
**EB of K&Q County is compliant with delivery of results.
**GR will continue to update EB of Survey outcome when available.
5. GR reiterated plans re: Officers of Election (OE) Training is scheduled Thursday, October 26, 2023, K&Q Administration Complex in court room & hearing room.
**Specific times of OE Training TBA per Precinct.
6. GR updated EB re: voter Identification Chart as posted by ELECT will be reviewed during OE Training. **Voter ID Charts are included in each Precinct Binder.

7. GR informed EB: New Hire for Office of GR will start Monday, September 25, 2023.
8. GR will be away from Office Friday, September 15—Tuesday, September 19, 2023.
9. GR informed EB: Vote by Mail packets are awaiting Ballots.
10. GR informed EB: November Election Canvass & Provisional Ballot information will be reviewed during Tuesday, October 10, 2023 EB meeting.
11. GR informed EB: American with Disabilities Act (ADA) Compliance review of all five (5) K&Q County Precincts must be completed & submitted by Monday, October 16, 2023.
**GR & EB members will conduct reviews & submit prior to, or during, Tuesday, October 10, 2023 EB meeting.
12. Next K&Q County EB meeting: Tuesday, October 10, 2023 @9:00 a.m.

There being no further business, K&Q County EB meeting adjourned @1: 18 p.m.

Respectfully Submitted,

Martha Edwards Hart
Secretary

