

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, January 9, 2024 in Office of GR.  
EB meeting was called to order @9:05 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, & unanimously approved after minor corrections.

Old Business:

1. Reminder: pursuant to Section 24.2-106 D of the Code of Virginia, each member of the EB shall attend an annual training program provided by the State Board during the first year of appointment & the first year of any subsequent reappointment:  
2024 VEBA 'Boot Camp Training' opportunities:
  - a) Saturday, February 3, 2024 @Caroline County Community Services Building, Milford, VA: 9:00 a.m.—4:00 p.m.;
  - b) Sunday, March 17, 2024 @OmniHomestead Resort, Hot Springs, VA:  
9:00 a.m.—3:00 p.m., prior to the VEBA Annual Meeting;
  - c) Thursday, July 18, 2024 @Double Tree Hotel, Midlothian, VA:  
9:00 a.m.—4:00 p.m.
2. GR updated EB: Logic & Accuracy (L&A) Testing for March 5, 2024 Presidential Primary is scheduled: Friday, January 12, 2024 @10:00 a.m., in K&Q County Court House Hearing Room.
3. GR informed EB: March 5, 2024 Presidential Primary Early Voting begins Friday, January 19, 2024.
4. GR reviewed FY 24-25 Budget planning, with emphasis on Election Security. GR will notify EB of K&Q County BOS Budget Workshop.

New Business:

5. GR informed EB:
  - a) 1000 Democrat & 1000 Republican ballots have been ordered in preparation for Early Voting re: March 5, 2024 Presidential Primary;
  - b) 1500 Democrat & 1500 Republican ballots have been ordered for use on Presidential Primary Election Day, Tuesday, March 5, 2024.  
\*\*\*All Ballots are Precinct-Specific.
6. GR reminded EB: OE Training is scheduled Monday, February 26, 2024, in KSQ Court House & Hearing Room.  
GR encouraged EB to continue recruiting OE: 2024 is a busy Election Year.
7. GR reviewed & demonstrated new Curbside Voting RingDoorBell-style apparatus.
8. EB & GR discussed Precinct-specific voter traffic-flow patterns, including, but not limited to: parking, signage, inside 'voter-flow', & Election Security.
9. Next meeting of KSQ County EB: 9:00 a.m., Tuesday, February 13, 2024.

There being no further business, KSQ County EB meeting adjourned @10:54 a.m.

Respectfully Submitted,

Martha Edwards Hart  
Secretary



