

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
dklausen@kingandqueenco.net
(804) 785-5980

Electoral Board of King & Queen County met Tuesday, February 13, 2024 in Office of GR.
EB meeting was called to order @9:04 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.

Old Business:

- 1a) EB & GR reviewed upcoming Election events.
Specific details re: Tuesday, March 5, 2024 Democratic & Republican Presidential Primaries were reviewed.
- 1b) Officer of Election Training is scheduled 9:00 a.m.—2:30 p.m.,
Monday, February 26, 2024 in the K&Q County Administration Building:
Court Room & Hearing Room.
- 1c) Presidential Dual Primary Election Absentee Ballot Pre-Processing is scheduled
5:00 p.m., Tuesday, February 27, 2024, & Friday, March 1, 2024,
in the K&Q County Administration Building Conference Room.
GR will notify K&Q County Party Chairpersons.
- 1d) Last day Early Voting: Saturday, March 2, 2024 from 9:00 a.m.—5:00 p.m.
- 1e) EB & GR will convene Post-Election Canvass Day 1: 10:00 a.m.,
Wednesday, March 6, 2024. GR will notify K&Q County Party Chairpersons.
- 1f) GR will convene Central Absentee Precinct (CAP) Post-Election Late Ballot
Processing on Friday, March 8, 2024.
- 1g) EB & GR will conclude CAP & Provisional Post-Election Canvass Day 2
after adjournment of 11:00 a.m. EB meeting on Monday, March 11, 2024.
2. EB & GR discussed election accessibility, including, but not limited to,
precinct-specific voter flow, curbside voting, parking, security, as well as
national concerns re: USPS.
3. GR reminded EB: pursuant to Section 24.2—106 D of the Code of Virginia, each
member of the EB shall attend a VEBA (Virginia Electoral Board Association)
'Boot Camp Training' required by the State Board of Elections during the first
year of appointment, & the first year of any subsequent reappointment.

2024 VEBA (Virginia Electoral Board Association) 'Boot Camp Training' opportunities include:

- **Sunday, March 17, 2024 @OmniHomestead Resort, Hot Springs, VA:
9:00 a.m.—3:00 p.m., prior to the VEBA Annual Meeting; or,
- **Thursday, July 18, 2024 @Double Tree Hotel, Midlothian, VA:
9:00 a.m.—4:00 p.m.

New Business:

- 4a) GR informed EB re: potential implications for FY 24-25 Budget planning: K&Q County's HART voting equipment was purchased in 2016. Decisions will involve purchase of new hardware in 2026, or sooner, due to the ten (10) year life expectancy of voting equipment. Also, purchase of new voting equipment could be necessary sooner if required by the State Board of Elections.
- 4b) GR & EB will present Budget Proposal to K&Q County Board of Supervisors during the 6:00 p.m. Tuesday, February 20, 2024 BOS Budget Workshop Meeting.
5. GR & EB reviewed Virginia House Bill 998 Extension of Canvass Timeframe: VA HB 998 extends the deadline for local EBs to meet after an election for the purpose of certifying Election Results & submitting the Abstract of Results to the State Board of Elections from seven (7) days to ten (10) days after such date.
6. GR informed EB State Board of Elections GR Training is scheduled Thursday, July 18, 2024 @ Double Tree Hotel, Midlothian, VA.
7. GR will be away from Office of GR April 23—May 2, 2024.
8. Next meeting of K&Q County EB: 11:00 a.m., Monday, March 11, 2024.

There being no further business, K&Q County EB meeting adjourned @10:33 a.m.

Respectfully Submitted,

Martha Edwards Hart
Secretary

