

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 King & Queen County met Monday, June 10, 2024 in Office of GR.
EB meeting was called to order by Stuart Swilley, Chair, after completion of Officers of Election Training @3:40 p.m.
In Attendance: EB Members Stuart Swilley, Linda Culbreth, Martha E. Hart, GR Diane Klausen, & Deputy GR Kristy Creech.
Minutes of the previous meeting were read, reviewed, & unanimously approved.

Old Business:

1. GR & EB reviewed final preparations for Tuesday, June 18, 2024 Primary Election.
2. As Wednesday, June 19, 2024 is a Federal Holiday, GR & EB finalized plans for retrieving voting equipment after Tuesday, June 18, 2024 Primary Election.
3. Wednesday, June 19, 2024 is a Federal Holiday; therefore, Provisional Ballots Meeting, & Canvass of Election, will commence 10:00 a.m. Thursday, June 20, 2024 in the K&Q County Circuit Court, & conclude Monday, June 24, 2024.
4. GR informed EB re: Electronic Poll Book (EPB) upgrade plans.
"KNOWiNK" Poll Pads have been ordered.
"KNOWiNK" Poll Pad Training is scheduled 9:00 a.m., Tuesday, July 23, 2024.
5. GR notified EB: ****Date of Required Legislative Changes Webinar for EB has Changed:**
****Tuesday, July 30, 2024, from 9:00 a.m.—3:00 p.m.**

New Business:

1. GR informed EB per Legislative changes re: EB member emails must be on State Board of Elections Website effective Monday, July 1, 2024.
****It is recommended that EB members have K&Q County email addresses.**
GR & K&Q County Information Technology (IT) will coordinate & notify EB.
2. GR reviewed voter registration rolls re: frequency of updating & maintenance, per Virginia Department of Elections Handbook, Chapter 8: List Maintenance; September 2023.
3. GR & EB discussed State Grant opportunities for potential funding of 'Ballot on Demand' purchase.
4. GR informed EB re: data sharing, & formation of Data Review Work Group, in preparation for new Voter Registration System implementation in 2025.
5. GR provided preliminary information re: September 5, 2024 required review of Voting Systems Security Plan of K&Q County. Review is planned during July 2024 EB meeting.

****Next meeting of K&Q County EB: 9:00 a.m., Tuesday, July 9, 2024.**

There being no further business, meeting of King & Queen County EB adjourned @5:15 p.m.

Respectfully Submitted,

Martha Edwards Hart
Secretary