

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

Kristy Creech, General Registrar  
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The Electoral Board (EB) of King & Queen County met Tuesday, October 14, 2025 in the Hearing Room of the K&Q County Circuit Courthouse. The EB meeting was called to order @9:05 a.m. by Stuart Swilley, Chair.  
In Attendance: EB Members Stuart Swilley, Linda Culbreth, Martha E. Hart, & GR Kristy Creech.  
Minutes of the previous EB meeting Tuesday, September 9, 2025 were read, reviewed, & unanimously approved after a minor correction.

Unfinished Business:

GR & EB reviewed calendar of pertinent events:

1. GR & EB reviewed specific preparations for the Tuesday, November 4, 2025 Virginia Gubernatorial Election:
  - \*\*\*Early voting: Friday, September 19—Saturday, November 1, 2025.
  - \*\*Monday—Friday: 8:30 a.m.—4:30 p.m.;
  - \*\*Saturday, October 25, 2025, & Saturday, November 1, 2025: 9:00 a.m.—5:00 p.m.
  - \*\*\*Requests for Absentee Ballots (AB) must be received in Office of GR by 5:00 p.m., Friday, October 24, 2025;
  - \*\*\*Friday, October 24, 2025: Voter Registration Closes for the Tuesday, November 4, 2025 Gubernatorial Election.
2. Officers of Election (OE) Training: Tuesday, October 28, 2025, in the K&Q County Courthouse:
  - \*\*\*Chiefs & Assistant Chiefs: Training begins @9:30 a.m.;
  - \*\*All other OE will join @11:30 a.m. lunch, for the combined afternoon Training Session.
3. Absentee Ballot Pre-processing: 4:30 p.m. October 28, 2025, & if necessary, 4:30 p.m. Friday, October 31, 2025. Two Officers of Election must be present during AB Pre-processing.
4. GR & EB reviewed Post-Election Ballot Processing plans:
  - a) \*\*Post-Election Canvass Day 1: 9:30 a.m., Wednesday, November 5, 2025, in the Hearing Room of the King & Queen County Circuit Courthouse.
  - b) \*\*Reminder: per ELECT (Virginia Department of Elections), Same Day Registration (SDR) processing deadline has been extended to 5:00 p.m. Monday, November 10, 2025.
  - c) \*\*Post-Election Canvass Day 2: 10:00 a.m., Wednesday, November 12, 2025, as Offices are closed Tuesday, November 11, 2025: Federal Holiday, Veterans Day.

New Business:

1. GR informed EB: Post-November 2025 Election, per procedure, a random drawing for participation in the Risk-Limiting Audit (RLA) of the House of Delegates election, will occur Monday, November 17, 2025. Localities randomly chosen to participate in the RLA will be notified the week of November 18—20, 2025. The RLA will be completed by Friday, November 21, 2025.
2. GR informed EB: Deadline has changed for the processing of Same Day Registration (SDR).
  - \*\*Localities now have until 5:00 p.m., Monday, November 10, 2025 to have all SDR applications entered into VERIS/Virginia Election Registration Information System.
  - \*\*SDR duplicate report will not be available for GR until Tuesday, November 11, 2025.
3. GR informed EB: VEBA (Virginia Electoral Board Association) 51st Annual Conference will be held Monday, March 23—Wednesday, March 25, 2026 at The Omni Homestead Resort & Spa, Hot Springs, VA.
4. GR informed EB: 2026 VEBA "Boot Camp Training": (Specific Dates & Times TBA)  
February 2026 in Milford, VA, & March 2026 during VEBA Annual Conference at The Omni Homestead Resort & Spa.  
Registration: Monday, December 15, 2025—Saturday, January 31, 2026 via link to be established on the VEBA website.  
\*\*\*GR reminded EB: "Pursuant to §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."

\*\*\*Next meeting of the King & Queen County EB will be held upon completion of Canvass Day 2, Wednesday, November 12, 2025. There being no further business, the meeting of the King & Queen County EB adjourned @10:12 a.m.

Submitted by Martha Edwards Hart, Secretary