

Chesterfield County Electoral Board

Electoral Board Members

Dorothy Jaeckle, Chair
Rick Michael, Vice Chair
Lynette P. Clements, Secretary

Electoral Board Meeting Minutes February 1, 2023

Attendees:

Board Members: Lynette Clements, Dorothy Jaeckle, Rick Michael

Registrar Staff: Missy Vera, Tangel Kersey, Leslie Foreman

Guests: Clay Bowles, Deputy County Administrator, Community Operations; Dr. Mike Mabe, Director of Library Services; Larry Barnett, CCDC; and Amy Townes, with CCDC

Lynette Clements called the meeting to order at 12:00pm. Rick Michael, the newest member of the Electoral Board was welcomed as he begins the term that expires 12/2025.

Reorganization of Officers

Motions were made and unanimously approved for officers for the year: Dorothy Jaeckle, Chair; Rick Michael, Vice Chair; and Lynette Clements, Secretary.

Approval of minutes

Minutes for the following were approved with corrections: Time corrections (Nov 2); Provisional corrections (Nov 14).

Early voting at library sites

Tangel Kersey reviewed the Early Voting Satellite Location Requirements Punchlist that presented no problems to the libraries involved. A discussion followed on the need for early and late access (5:45 a.m. until as late as necessary). Communication on details will be between precinct Chiefs and library branch managers with copies to the Director of Library Services.

November elections only use library sites for early voting. The suggestion was made that 2 weeks prior to set up (October 9, 2023) a punch list be sent to each library along with the names of the Chief & Deputy. When early voting begins, the branch manager will be given a list of assigned Officers of Election.

Recommendations for improved precinct flow at the North Courthouse Library were discussed. For November, the precinct will be contained inside the meeting room with an alternative exit for voters. Parking spaces will also be reserved for curbside voting.



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Dr. Mabe explained that Chesterfield libraries will remain open during early voting in the event of snow. Snow removal priorities will be addressed with Parks & Rec. Voting will continue as scheduled under the direction of the Governor.

In response to questions about LaPrade's scheduled renovations, Clay Bowles stated that Capital Projects has been told to maintain the ability to vote and park for the 2024 Presidential election. He thinks the renovations will be complete by then.

Precinct site visits

Lynette Clements reported that she and Leslie had met with staff at Falling Creek Middle School, Providence Middle School, and Reams Elementary School. All three schools have agreed that voting will be held inside the front door. The visits, with written punch lists, proved extremely beneficial in helping school staff understand and address precinct needs and problems. Precinct staffs will now be given additional site information (such as location of outlets, parking plans, available seating) during training.

Special Election Officer Assignments

Leslie is working on an equal distribution of party representation for each precinct. OE response have not been as anticipated and she is still waiting on lists from the Chiefs. If balance is not achieved the parties will be notified by Leslie & Missy that the Chief & Deputy at a precinct are the same party.

Director's Report

Missy reported the following early voting numbers, describing the turnout as "quiet":

- 1646 in person votes
- 180 drop box ballots
- 6831 absentee ballots mailed
- 1382 mail in ballots returned
- 124 in cure process – many still are received missing witness signatures

There will be 2 Saturday's open for voting

Election day routes for the board members were assigned.

January newsletter was sent out to all officers of election requesting ideas and suggestions. Rick asked that it also be sent to the party chairs. A suggestion was made to include communication regarding what is being done for the Election officers under the heading "we heard you."

Renewal requests for election officers will be sent in mid to late February. At the suggestion of Rick, the board decided to review cases of performance concerns prior to sending out the renewal requests. Dates tentatively set for this purpose were Feb 9th 2-4 p.m. or Feb 14, 10 a.m.-noon.

A review of pending election law bills before the General Assembly was discussed.

Meeting Schedule

The board agreed on the following dates on the February Special Election.

- February 22... 9:00 a.m. Canvas

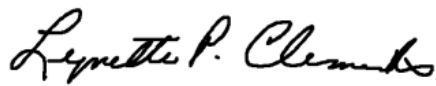
- February 24 .. 9:00 a.m. Provisionals
- February 27 .. 4:00 p.m. Certify

The board agreed on the following dates on the monthly meetings.

- March 7..... 9:00 a.m.
- April 11 9:00 a.m.
- May 9..... 9:00 a.m.
- June 6..... 9:00 a.m.

The meeting adjourned at 1:50 p.m.

Respectfully submitted,



Lynette Clements, Secretary