

BLAND COUNTY ELECTORAL BOARD
Bland County Voter Registration and Elections Office
PO Box 535
Bland, VA 24315
July 25, 2023

- Call meeting to order
 - Molly called the meeting to order at 2:01pm. In attendance: Molly Thompson-Chair, Brenda Thompson- Vice Chair, Dorothy (Dot) Kidd- Secretary, and Stacy Tibbs Grady- General Registrar and Director of Elections

- Approve agenda
 - Brenda made the motion to approve the agenda as is
 - Dot seconded the motion
 - All in favor, motion passed

- Approve minutes from June 20, 2023 meeting:
 - Brenda made the motion to approve the minutes from the 06/20/23 meeting
 - Dot seconded the motion
 - All in favor, motion passed

- Closed session: General Registrar/Director of Elections Annual Performance Evaluation, Personnel Agreement between Electoral Board and General Registrar/Director of Elections, discuss delegation of duties, and Locality Election Security Standards (LESS) Remediation Plan Review

§ 2.2-3711. Closed meetings authorized for certain limited purposes.

--§ 2.2-3705.1 (1. personnel matter, General Registrar/Director of Elections annual performance evaluation for the period of July 1, 2022 through June 30, 2023 per § 24.2-109.1, personnel agreement, and discuss delegation of duties) and 34. Discussion or consideration by the State Board of Elections or local electoral boards of voting security matters made confidential pursuant to § [24.2-410.2](#) or [24.2-625.1](#).

Brenda made a motion:

*****I move that the Electoral Board and Director of Elections of Bland County convene in closed session to complete the annual performance evaluation, personnel agreement, discuss delegation of duties, and Locality Election Security Standards (LESS) Remediation Plan Review, pursuant to the Virginia Code section(s) noted above; seconded by Dot.

Vote on the motion was as follows: Molly Thompson, Yes; Brenda Thompson, Yes; and Dorothy Kidd, Yes. The motion passed. Closed session start- 2:05pm.

Brenda made a motion:

*****I move that the Electoral Board and Director of Elections of Bland County certify that in the closed session just concluded the only matters discussed were the General Registrar/Director of Elections annual performance evaluation, personnel agreement, discussion of delegation of duties, and Locality Election Security Standards (LESS) Remediation Plan Review, and as identified in the motion to close the meeting pursuant to the Virginia Freedom of Information Act.; seconded by Dot.

Vote on the motion was as follows: Molly Thompson, Yes; Brenda Thompson, Yes; and Dorothy Kidd, Yes. The motion passed. Closed session end- 3:01pm.

--Brenda made the motion to present the completed Performance Evaluation to the General Registrar/Director of Elections for her review. The Registrar will deliver, by email, the Summary Page of the Evaluation to the Department of Elections.

-Dot seconded the motion

Roll call vote: Molly: Yes Brenda: Yes Dot: Yes

--Brenda made the motion to accept the updated Personnel Agreement between the Bland County Electoral Board and the Bland County Director of Elections & General Registrar.

-Dot seconded the motion

Roll call vote: Molly: Yes Brenda: Yes Dot: Yes

■ Designation of Duties

The statutory responsibilities for the General Registrar and Electoral Board members are enumerated in the Code of Virginia. In addition to the duties dictated by Code, the duties the Electoral Board has historically delegated to the General Registrar and Director of Elections are as follows:

- 1) All Election related duties as required by the Department of Elections
- 2) Accessibility and redistricting research & planning
- 3) Officer of Election training and instruction
- 4) Voting equipment security and maintenance
- 5) Maintenance of Electoral Board records
- 6) Keep the Board informed in a timely manner.
*Absentee voting and campaign finance compliance is a statutory duty of the General Registrar and Director of Elections dictated by the Code of Virginia

--Brenda made the motion to delegate the duties detailed above to the Director of Elections & General Registrar. The Electoral Board will delegate additional duties as needed/required.

-Molly seconded the motion

Roll call vote: Molly: Yes Brenda: Yes Dot: Yes

■ Registrar informational items

-Legislative Changes Update

-Stacy went over the 2023 changes to the Virginia election laws.

-Registrar Salary Supplement

-Stacy informed the Board that the Board of Supervisors did not approve their supplement request for her salary.

-Office Closures

-Stacy informed the Board that her office will be closed on Friday, July 28, 2023 for her and the Chief Deputy (Cora Cagle) to attend the Regional Virginia Registrar's Association Picnic in Bristol, VA

-Stacy informed the Board that her office will be closed on Wednesday, August 2, 2023 for her and the Chief Deputy (Cora Cagle) to attend the Virginia Registrar's Association Annual Business Meeting in Roanoke, VA

■ Other business

-Appoint voting machine technician for November 7, 2023 General Election

-Stacy informed the Board that they need to appoint the voting machine technician for this election.

--Brenda made the motion to appoint Chris Sutphin as the voting machine technician for the November 7, 2023 General Election.

-Dot seconded the motion

Roll call vote: Molly: Yes Brenda: Yes Dot: Yes

-Poll Survey (date/time)

-The Board and Stacy will meet with Joel Cagle, Bland County Building Official, on August 22, 2023, to conduct the annual ADA polling site surveys.

-Set date for next meeting

- The Board set the meeting for August 22, 2023 at 2:00pm.

■ Adjourn meeting

-Brenda made the motion to adjourn the meeting

-Dot seconded the motion

-All in favor, motion passed

There being no further business Molly adjourned the meeting at 3:25pm.

Respectfully submitted,



Dorothy S. Kidd, Secretary
Bland County Electoral Board