

# City of Richmond



CHERLYN STARLET STEVENS  
SECRETARY

JAMES M. NACHMAN  
CHAIR

JOYCE KING SMITH  
VICE-CHAIR

## Electoral Board

Meeting Minutes

November 29, 2018

“SIC ITUR AD ASTRA”

SUCH IS THE WAY OF THE STARS

### **CALL TO ORDER**

The meeting was called to order by the Chair, James Nachman at 5:08 PM. In attendance were Joyce Smith, Vice-Chair; C. Starlet Stevens, Secretary; Kirk Showalter, General Registrar; Adriene Davis, Executive Assistant to the Board; Norman Shelton, Chief Technician; David Creamer, Machine Technician and several public attendees.

### **PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA**

The Chair, James Nachman, called for the public comment period for items on the agenda, there was no one present from the public that wished to speak.

### **APPROVAL OF MINUTES**

The minutes of the October 4, 2018 meeting were approved as written and signed on motion of Starlet Steven, seconded by Joyce Smith. Motion passed.

### **CLOSED SESSION**

Starlet Stevens, Secretary, read the motion to go into closed meeting pursuant to Section 2.2-3711A8 to consult legal counsel regarding the duties and obligations of the General Registrar of the City of Richmond Electoral Board with respect to residents requirements for elected official of the city which requires the provision of legal advice of such counsel. Motion seconded by Joyce Smith. Motion passed.

### **CERTIFICATION OF CLOSED SESSION**

The certification of closed session was read by Starlet Stevens and signed by all Board members.

### **PROPOSED LETTERS TO POLLING PLACES AND ELECTION OFFICERS FOR JANUARY**

Kirk Showalter presented to the Board a packet that discussed a security plan for voting equipment. The plan was reviewed and accepted by the Board on motion of Starlet Stevens, seconded by Joyce Smith. Motion passed.

Also in the package was the proposed letter to the polling places and to the election officers for January. The Board approved the letters going out in January as opposed to December.

### **STATUS OF POTENTIALLY OVERSIZED PRECINCTS**

Memo was sent to City Council October 4, 2018 to point out the precincts that are potentially oversized and needs to be split. The following precincts are growing faster than what was projected. Precinct 203, 409, 609 and 708.

### **STATUS OF HOUSE OF DELEGATES REDISTRICTING**

Courts have ordered that certain House of Delegates district be re-drawn and they are in the process of doing that. Delegate Kurt Cox and his colleagues have petitioned the Supreme Court to have a primary in September. It was suggested that talking to VEBA making them aware how problematic this request could be.

### **FY 19 AND FY 20 BUDGET CONSIDERATIONS**

Budget is due December 15<sup>th</sup>. Chairman Nachman would like included in the budget a few more scanners to each precinct by the next Presidential election. Fiscal year 2019 and 2020 budget considerations will include poll books, scanners, possible September House of Delegates race, additional positions in the office and an extra interpreter. Nachman “say do whatever we need to do to be most efficient for the President election”.

### **FUTURE SPACE NEEDED**

Kirk reported that she will meet with CAO to talk about another location for future space needs. There has not been any further conversation on the Schools Street location as a possibility for future space.

### **UPCOMING GENERAL ASSEMBLY SESSION**

The Board was given a list of bills that were carried and new bills that were added. Absentee voting and early voting is a big issue. Satellite sites were discussed. Have everyone vote by mail and drop off points around the city.

Kirk has a concern about Senate Bill 1036 wanting social security numbers verified that are provided by Africans. Nachman wants to know how it could be done. Kirk’s answer was if we had access to SSA files of which we do not have.

### **PROPOSAL FOR 2020 I VOTED STICKER DESIGNS**

Kirk has seen “I Voted” stickers designed by elementary school kids as a contest and was thinking that we could do that with our school kids for 2020. This will get the kids more aware of the voting process. The Board was fine with the idea. High school students were included in the idea also. The Board members would like to have more stickers in their bags.

### **POSSIBLE REFERENDA FOR 2019 AND THE IMPACT ON BALLOT DESIGN**

Included in the Board’s package is a copy of the provision that Mr. Goldman is circulating. His goal is to have the ballot printed on two pages rather than on the back of one page.

### **NEXT MEETING DATE**

The next meeting date is February 12, 2019 at 4:45 P.M.

**OTHER BUSINESS**

Kirk Showalter received an email from a voter who to have ballots printed in other languages. There is a large Spanish population in South Richmond. The federal law requires that if there is 5% or more minority speaking languages you can provide ballots in a second language unless the literacy rate in that population is sufficient.

There was a discussion on the pay for a person who had worked on election day but left early because of illness. Kirk recommended that there be a conversation with the Chief Election Officer and that the worker be paid provided the Chief confirms the illness.

Joyce Smith motioned that the recommendation of Kirk Showalter be accepted. Motion seconded by Starlet Stevens. Motion passed.

**PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA**

There was no public comment for items not on the agenda.

There being no further business, the meeting adjourned on motion of Starlet Stevens, seconded by Joyce Smith.

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James M. Nachman  
Chairman to the Electoral Board

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Joyce K. Smith  
Vice Chairwoman to the Electoral Board

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Cherlyn S. Stevens  
Secretary to the Electoral Board