

Bristol Virginia Electoral Board

Meeting Minutes

August 8, 2019

Present: Sarah Williams, Chairman; Joyce Kistner, Acting Secretary; Kevin France, incoming new board member, and General Registrar, Penny R. Limburg

Next meeting: September 19, 2019 at 9 a.m. Logic and Accuracy testing of absentee equipment.

1. **Call to Order** – The meeting was called to order at 10:00 a.m. by Chair, Williams.

2. **Williams** welcomed newly appointed board member, Kevin France, who was appointed upon the resignation and sadly, the death of previous board member, Jane L. Sheffey. Board member, Kistner, and the registrar echoed the welcome.

Chair Williams invited Mr. France to tell us about himself. Mr. France stated that his election experience began years ago under the previous registrar when he served as an election official. He most recently served as an election officer in First Precinct. He strongly believes in fair and just elections and that voting is about the most important thing you could do as a U. S. citizen. In fact, if you don't vote, you are disregarding a basic right. He said he was excited to be on the board.

Once again, Chair Williams welcomed him as the newest and most energetic member. Chair Williams then asked Board Member Kistner if she would continue to serve as acting secretary until the board reorganized. She agreed.

3. **Minutes** from June 26, 2019. Board member Kistner moved to accept the minutes without changes and Williams seconded the motion. There being no objection, the minutes were filed for record.

4. **New Business**

Electoral Board Reorganization. Williams cited **Article 3, Section §24.2-106B** from the code in regard to electing one of its members as Chair and another as the secretary and how it was custom that they should represent the opposite party. Williams proceeded to open the floor for nominations for the position of Chair. Board Member, France, nominated Williams for Chair and continued by nominating Kistner as secretary. Kistner seconded the motions. All were unanimous in agreement. Kistner then motioned that Board Member, France, serve as Vice-Chair. Williams seconded the motion and with all in agreement, Mr. France became the Vice-Chair.

Chair Williams inquired about the possibility of obtaining a city email address for each of the board members. Limburg is to check on it and let the board know.

Risk-Limiting Audit Pilot. The board then discussed the risk-limiting audit conducted earlier that week. Williams and Kistner agreed that they had a better understanding of the process. Limburg stated that according to the Department of Elections the pilot would count for the once every 5-year requirement.

Regional Electoral Board Meeting. Williams, Kistner and Limburg discussed the regional meeting held in Salem, Virginia the previous day. Williams stated that it

would be important to follow election legislation and follow up with representatives to educate them on how the bill would affect elections or processes. There is an expectation that over two hundred pieces of election related bills may be submitted.

(Mr. France did not attend either the RLA or the regional meeting as the board had not met until the Thursday after the events.)

November Election Officers. Limburg distributed a list of officers who will receive notification to work the November Election. Several of the officers will be new and receive additional training prior to the election.

Election Calendar. Limburg distributed a calendar with important dates and deadlines pertaining to the November election. Group training for election officers is scheduled for October 26, 2019.

7. Public Comment. None

8. Adjourn. Williams asked for a motion to adjourn furnished by France with a second from Kistner. All in agreement, the meeting was adjourned at 11:10 a.m.

Joyce Kistner, Secretary

Signature of secretary