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Meeting of the Electoral Board  
June 21, 2023, 10:00AM  
General Registrar's office

**Meeting Called to Order** at 10:00am by Carol Westervelt, EB Chair.

**Members Present:** Kelly Johnson, Vice Chair, Kay Briggs, Secretary

**Staff Present:** Barbara Bosserman, General Registrar

The purpose of the meeting is to conduct the canvass of the June 20, 2023 Republican Party Primary.

Barbara spoke about working through the new election night reporting (ENR) system, Enhanced Results, used for the primary held Tuesday, June 20. She also discussed a problem with the inability to synchronize two Electronic Poll Books with one of the Merlins. She discovered an external problem associated with the vendor and felt this specific cause of this problem will not occur in future elections.

**Provisional Ballots:**

Two provisional ballots were cast in the Millwood precinct for Same Day Registration. Provisional ballots will be considered at the Friday meeting. This will give staff time to input the Voter Registration Applications and determine if the provisional ballot should be counted.

The Secretary opened the envelopes one at a time, removing and providing material to Carol who distributed them for review. The information was reviewed for each Precinct.

**Materials included:**

- Oath signed by Chief and other officers, which will go to the Clerk of the Court
- The Poll Book Count will also go to the Clerk of the Court
- 1-thumb drive containing the precinct pollbook (number 2) goes to the Clerk of the Court
- 1-thumb drive containing the duplicate precinct pollbook (number 1) goes to the General Registrar to be used up upload voter credits into VERIS.
- Statement of Results, 1-copy for office use, 1-copy for Clerk of Court
  - Zero Tape Attached
  - Results Tape Attached
  - Equipment Closing Report Attached
  - EPB Summary Report Attached
  - Final Ballot Record Report

Kelly read vote tallies from the results tapes which were used to verify the election night results numbers were correctly entered and uploaded on the ENR system.

- **Russell Precinct** – All reports in and properly signed.
- **Berryville Precinct** – Experienced a problem when the Merlin would not connect to the Electronic Poll Books. One EPB was used, and a handwritten copy of the voters was also maintained. The GR temporarily held both thumb drives to confirm which had the EPB to upload voter credits.
- **Millwood Precinct** – Had two provisional ballots for – same day registrations. All reports in and properly signed.
- **Pine Grove Precinct** –The Chief did not complete the ballot record closing report. All other reports in and properly signed;
- **White Post Precinct** – All reports in and properly signed.
- **Buckmarsh Precinct** – All reports in and properly signed.
- **Blue Ridge Precinct** – Stephanie Burgess, Chief Officer, did not sign the election day Officer of Election Oath. She will be called back in to sign the form.

A recess was called until 3:00pm on Friday, June 23 at General Registrar's Office to canvass the Post Election Vote by Mail and Provisional Ballots.

### **June 23, 2023**

The meeting of the Clarke County Electoral Board was reconvened on Friday, June 23, 2023, at 3:00pm.

**Members Present:** Carol Westervelt – Chair, Kelly Johnson – Vice Chair and Kay Briggs – Secretary

**Staff Present:** Barbara Bosserman – General Registrar

**Others Present:** There were no others present at the meeting

**General Registrar Appointment:** In order to comply with the provisions of § 24.2-110, a motion was made by Kelly to reaffirm the March 9, 2023 reappoint of Barbara Bosserman to the position of General Registrar and seconded by Kay. The affirmation was based on the March 9<sup>th</sup>, 2023, reappointment did not fall within the parameters of the Code which states appointment should occur during the months of May or June. Carol Westervelt, Kelly Johnson and Kay Briggs all confirmed with Aye. The Motion was approved.

### **Provisional Ballots:**

Two same day registration provisional ballots were issued at the Millwood Precinct. Applications accompanied the provisional ballots. The applicant addresses and precinct (Millwood) are correct. Both applicants have been entered and are now registered to vote. The provisional ballots were accepted and hand counted. The tally was entered into Enhanced Results.

### **Post Election Vote by Mail Ballots:**

The Central Absentee Precinct officers of Election met on June 23, 2023, at 1:30pm to process any ballots received after the Tuesday, June 20 election, postmarked before or by election-day and by

noon on Friday, the 23<sup>rd</sup> of June. Five ballots were received and processed.

- One from Russell
- Four from Millwood. All were counted and included in the final count

The Statement of Results was reviewed and accepted as complete and accurate.

**Abstract of Votes was Duly Certified and Sealed.**

- The certified checklist and Abstracts will be uploaded to the Department of Elections for approval prior to mailing.
- Once approved, Abstracts will be mailed to the Republican Party's district office and given to the Clerk of the Board of Supervisors.

The next meeting of the Electoral Board will be on July 12 to hear the changes to the Virginia Election Laws by this year's General Assembly. This will be a Zoom call beginning at 9AM and will take place in the office of the General Registrar.

Having no further business, the meeting was adjourned.

Respectfully submitted,

Kay M. Briggs, Secretary

Approved: (date) July 12, 2023

Carol S. Westervelt, Chair: Carol S. Westervelt

Kelly Johnson, Vice Chair: \_\_\_\_\_

Kay Briggs, Secretary: Kay Briggs