

**Meeting of the Clarke County Electoral Board  
September 8, 2021  
Board of Supervisors Meeting Room**

1. The meeting was called to order at 10:05 by Chairman, Randy Sprouse. Also present were Vice Chair-Darryl Glenney, Secretary-Carol Westervelt, and General Registrar-Barbara Bosserman.
2. The agenda was adopted as presented.
3. The minutes of the **July 26th** meeting were approved unanimously.
4. New board member, Daryl Glenney, was introduced. She was appointed after the resignation of Don De Haven. Welcome!
5. There was a brief discussion of the VA Department of Elections Workshop. We all felt it was definitely geared to general registrars, but gave the rest of us some insight into what they do.
6. **November 2, 2021** General and special Elections. Sample ballots were passed out.
  - Early and Absentee Voting - Check in and the machines will be at the front window until and unless the numbers require us to have the machine in the lobby with additional election officials.
  - Barbara is planning on having the absentee ballots in the mail by **September 15th**. Shawnee will be coming in to prepare them for the mail.
  - Barbara has met with the Building Committee to discuss location of the drop box. This election it will be in the spot next to the handicapped parking space.
7. Officer of Election
  - Discussion in Closed Session:

Motion to convene in closed session: I move that the Clarke County Electoral Board convene in closed session to consider the appointment of officers of election and other personnel matters as allowed by Virginia Code; Virginia Freedom of Information Act §2.2-3711(A)(1)&(4); for the purpose of discussing protocols for maintaining voting equipment security, specifically the Voting Equipment Security Program review as provided in § 24.2-625.1(B) and § 2.2-3711(A)(34) of the Code of Virginia. Also, for the purpose of discussing protocols for maintain the security of the Virginia voter registration system and the supporting technologies utilized to maintain and record registrant information outlined in the Minimum Security Standards as provided in § 24.2-410.2 and § 2.2-3711(A)(34) of the Code of Virginia.”

*The motion was approved by the following roll call vote:*

Sprouse – Aye

Glennney – Aye

Westervelt - Aye

Motion to reconvene in open session: *The Electoral Board of Clarke County, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Electoral Board of the County of Clarke, Virginia and no action was taken on matters discussed in Closed Session.*

*The motion was approved by the following roll call vote:*

Sprouse – Aye

Glennney – Aye

Westervelt - Aye

- Officer of Election Training will be Thursday, October 28. Chiefs and assistant chiefs will begin at 4:00. All officers in breakout by duties at 5:00.
- Barbara showed us a portion of the training video for election officials. Great job! October 1st these will be uploaded to the county youtube.

#### 8. Miscellaneous –

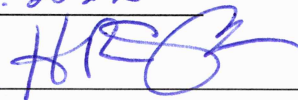
- EB Online Training Reminder
- Barbara said she has received a call from a lady "new to the county." She had questions about our elections. She seemed friendly at first, then asked about what we do with our "forensic images." Barbara asked her to repeat the question. The woman accused her of not answering her question. Barbara said she would be happy to, but didn't understand what she was asking. Barbara encouraged her to email her the question. She has not heard from her. Apparently, there are a number of groups contacting all the registrars in the Commonwealth, hoping to intimidate them.

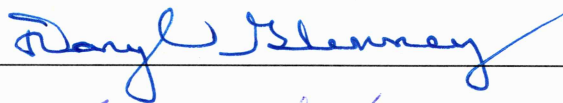
9. The next meeting, unless called otherwise, will be Wednesday, November 3, to begin the canvas. This meeting will end on November 5th.

10. The meeting was adjourned at 11:04.

Respectfully submitted,  
Carol Westervelt  
Secretary

Approved: (date) Feb 3. 2022

H. Randy Sprouse, Chair: 

Daryl Glenney, Vice Chair: 

Carol S. Westervelt, Secretary: 