

Norfolk Electoral Board - Minutes of August 26, 2025, Board Meeting

Present:

Ms. Atoy Carrington (Chairwoman), Ms. Marianne McKay (Vice Chairwoman), Mr. H. Michael Ziegenfuss (Secretary), Ms. Rosanna Bencoach (Deputy Director of Elections & Deputy Registrar) and members of the public – Mark E. Snell-Cook, Tony S. Olcott, Scott Hancox, Gregory Bright, Dr. Frederick L. Rochte, Catherine Severo, and a representative from the City Attorney's office were in attendance.

The Norfolk Electoral Board was called to order on Tuesday, August 26, 2025, at: 11:01 a.m. by Ms. Atoy Carrington in the Norfolk Office of Elections.

A motion to approve the minutes of July 10, 2025 Board meeting was made by Mr. Ziegenfuss and seconded by Ms. Carrington. Ms. McKay made a motion to amend the July 10, 2025 minutes. The motion to amend was not seconded. The motion passed 2-1, with Ms. McKay dissenting.

The City Attorney's office provided an update and answered questions concerning closed sessions and provisional ballots.

Mr. Ziegenfuss motioned to schedule the next meeting of the Norfolk Electoral Board for Monday, October 6, 2025, at 11:00 a.m. Ms. Carrington seconded. The motion passed 2-1 with Ms. McKay dissenting.

The Board scheduled their support coverage of early voting satellite locations.

Ms. McKay moved to proceed with other business before the closed session. There was no second.

Closed Session

At 12:26 p.m., it was moved by Mr. Ziegenfuss and seconded by Ms. Carrington to go into closed session pursuant to the Code of Virginia for personnel – discussion of potential Officers of Election for appointment. The motion was approved by a unanimous vote of the Board.

Upon a motion made by Mr. Ziegenfuss and seconded by Ms. Carrington and passed by unanimous vote of the Norfolk Electoral Board, the Electoral Board reconvened in open session. Furthermore, at 12:33 p.m. Mr. Ziegenfuss moved to adopt the following certification:

"We certify that the Norfolk Electoral Board convened a closed meeting on Tuesday August 26, 2025, pursuant to an affirmative vote in accordance with the provisions of the Virginia Freedom of Information Act and that Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law. The Norfolk Electoral Board further certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Board in the closed meeting."

Ms. McKay seconded the adoption of the certification, and the Board voted by roll call to approve the certification. Ms. Carrington voted - Aye. Mr. Ziegenfuss voted - Aye. Ms. McKay voted - Aye.

Mr. Ziegenfuss moved to approve twenty (20) new Officers of election. Ms. McKay seconded, and the vote was unanimous.

Such Other business as may come before the Electoral Board:

Ms. McKay moved that a member of the Board can request information from the General Registrar without a Board vote. There was no second

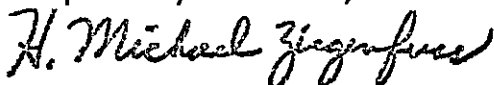
Ms. McKay moved to adopt a policy to make closed sessions the last agenda item. There was no second.

Ms. McKay moved to discuss training and staffing at a September Board meeting. There was no second. Ms. McKay indicated this would be a topic of discussion. Mr. Ziegenfuss confirmed that the Registrar has been open to staffing suggestions.

Mr. Ziegenfuss moved to receive preliminary staffing of the polls at or before our next Board meeting. Ms. McKay attempted to amend the motion to a specific date in September. There was no second. Ms. Carrington seconded the original motion from Mr. Ziegenfuss which passed with a 2-1 vote. Ms. McKay was the dissenting vote.

Mr. Ziegenfuss moved to adjourn the meeting, which Ms. McKay seconded. The meeting was adjourned at 12:53 p.m. by a unanimous vote.

Respectfully submitted,

A handwritten signature in black ink that reads "H. Michael Ziegenfuss". The signature is written in a cursive, flowing style.

Mr. Ziegenfuss, Secretary

August 26, 2025