

Minutes  
Norfolk Electoral Board  
Provisional Votes and Official Canvass  
August 24, 2016

The Norfolk Electoral Board met at 10:00 a.m., August 24, 2016, in the Clerk's Conference Room in the Norfolk Circuit Court Building to canvass the August 23<sup>rd</sup> Special Election for Member City Council - Ward 1 and to consider Provisional Ballots cast in that election. The meeting was attended by H. Michael Ziegenfuss, Chairman; Barbara H. Klear, Vice Chairwoman, W. Donald Brown, Secretary; Stephanie Iles, General Registrar; Jennifer Boyce, Senior Election Assistant; and Election Assistant, Betsy Murphy.

One (1) Provisional Ballot was cast on August 23, 2016. The provisional voter did not appear to testify. The Canvass of the results for 5 precincts began at 10:17 a.m. on August 24, 2016. The Registrar presented the results of the research on the voter's qualification. The Board declined to count the Provisional Ballot. All voting precincts were completed by 11:36 a.m.

After a break for lunch, the Board re-convened the Canvass at 1:34 p.m., in the Office of Elections. The official Abstracts were printed and signed by each Board member before the Board Secretary signed and sealed five copies of Abstracts. An attested copy of the Abstracts was immediately forwarded to the Virginia Department of Elections both electronically and by mail.

The list of 62 candidates to serve as Officers of Election was presented to the Board for consideration. After review, the Board approved 62 candidates to serve as Officers of Election for a period ending February 28, 2017.

At 2:20 p.m., Vice Chairwoman Barbara Klear requested a motion to go into closed session for the purpose of conducting a performance review of the Director of Elections & General Registrar. Secretary W. Donald Brown seconded. The motion was approved by unanimous voice vote.

We certify that the Norfolk Electoral Board convened a closed meeting on August 24, 2016, 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 Electoral Board reconvened at 3:45 p.m. in open session.

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.

The minutes of the August 23<sup>rd</sup> and August 24<sup>th</sup> Electoral Board meetings were approved. The meeting adjourned at 4:00 p.m.,

Respectfully submitted,



Wendell D. Brown  
Secretary