

**Minutes**  
**Norfolk Electoral Board**  
**March 1, 2017**

The Norfolk Electoral Board met at 2:30 p.m. on March 1, 2017. The meeting was attended by newly appointed Board member, Michael Khandelwal; H. Michael Ziegenfuss, Chairman; Barbara Klear, Vice Chairwoman; and Stephanie Iles, General Registrar.

The Board meeting was called to order by the Chairman at 2:30 p.m. Order of business before the Board:

1. **Welcome to Michael Khandelwal:** The Chairman welcomed Michael Khandelwal to the Board.
2. **Reorganization of the Board:** Following a motion made by the new Board member, the Board unanimously agreed to the following organization of the Board:

Chairman – H. Michael Ziegenfuss  
Vice Chairman – Michael Khandelwal  
Secretary - Barbara Klear

Notification of the Norfolk Electoral Board reorganization will be forwarded to the Virginia Department of Elections as required.

3. **Code of Ethics:** The Electoral Board members signed the 2017 Code of Ethical Conduct.
4. **Officers of Election:** The list of 905 renewal candidates & 10 new candidates to serve as Officers of Election was presented to the Board for consideration. After review, the Board approved all 915 candidates to serve as Officers of Election for a period ending February 28, 2018.
5. **Update on Polling Place Changes:** The Registrar provided updated information on the proposed polling place move from Zion Grace United Methodist Church to Second Presbyterian Church. The precinct name will change to Second Presbyterian. Information will be forwarded to the Civic Leagues that encompass Zion Grace Precinct.

The Registrar provided updated information on the proposed polling place move from Norfolk SECEP Center to the new Richard Bowling Elementary School. The Registrar will meet with Broad Creek Civic League on March 13<sup>th</sup> and Ballentine Place Civic League on March 16<sup>th</sup>. A presentation to City Council will be held at their Informal Session on March 21<sup>st</sup>.

6. The Vice Chairman will research social media presence with other Virginia localities to determine how best to incorporate with the Norfolk Office of Elections.

The meeting adjourned at 2:45 p.m.

Respectfully submitted,



Barbara Klear, Secretary