

**Minutes
Norfolk Electoral Board
March 5, 2018**

The meeting of the Norfolk Electoral Board was convened at 3:04 p.m. on March 5, 2018 by Chairman Mike Ziegenfuss. Present were Chairman Michael Ziegenfuss; Vice Chairman, Michael Khandelwal; Secretary, Barbara Klear; Stephanie Iles, General Registrar; and Moira Carlson, Deputy Registrar.

1. **Approval of minutes from February 5, 2018 Electoral Board Meeting:** The minutes from the February 5th Electoral Board were unanimously approved.
2. **Organization of the Board:** Barbara Klear was reappointed to the Norfolk Electoral Board effective March 1, 2018. The Board discussed rotating membership and duties. The Board agreed to appoint the Board member who was in their last year of rotation to the position of Secretary. After some discussion, the Board voted that Barbara Klear would become Chairwoman and H. Michael Ziegenfuss would assume the role of Secretary. Michael Khandelwal will remain Vice Chairman.
3. **Approval of Officers of Election:** The Board approved 929 Officers of Election for a term beginning March 1, 2018 through February 28, 2019.
4. **VEBA Meeting at The Homestead:** The Vice Chairman reviewed topics discussed at the VEBA Annual Conference at the Homestead held March 2nd – 4th. Topics included the requirement for future risk limiting audits, elections security concerns, and Officer recruitment.
5. **School Board 101 Community Forum:** The Registrar advised of the School Board Community Forum held at Jaycox Elementary School on March 1st. The event was well attended. Panelists included the Registrar, current Norfolk School Board members, as well as, other Community Leaders, and a current Norfolk Public School high school student.
6. **Campaign Finance Update:** The Registrar advised that Michael Muhammad failed to file his campaign finance report due January 16th. He has been assessed a \$100 penalty for not submitting his report by the required deadline.
7. **Legislative Update:** The Registrar advised of approved 2018 Legislation. SB591 will require risk limiting audits effective 7/1/2018 under supervision of the Virginia State Board of Elections.
8. **Granby Precinct Review:** The Board will recommend to City Council that the precinct boundary lines for Granby Precinct be redrawn. The split 2nd Congressional District boundary line from Ruthven to Timothy Avenue down Nesbitt Drive will be moved to redistrict voters to Titustown Precinct. This will create autonomy for Granby Precinct and help protect voter secrecy of the ballot. Mike Ziegenfuss and the Registrar met with voters within this area and there were no concerns with moving their voting precinct. Information will be presented at a future City Council meeting.

The meeting adjourned at 6:30 p.m.

Respectfully submitted,


Barbara Klear, Secretary

March 5, 2018
Date