

**Minutes**  
**Norfolk Electoral Board**  
**March 4, 2019**

The Norfolk Electoral Board met at 4:00 p.m. on March 4, 2019. The meeting was attended by Chairwoman, Barbara Klear; Vice Chairman, Michael Khandelwal; Secretary, H. Michael Ziegenfuss; Stephanie Iles, General Registrar; and Moira Carlson, Deputy Registrar.

The Board meeting was called to order by the Chairwoman at 4:05 p.m. Order of business before the Board:

1. **Approval of Minutes from February 4, 2019 Electoral Board Meeting:** The minutes from the February 4<sup>th</sup> were approved.
2. **Organization of Board:** H. Michael Ziegenfuss was reappointed to the Norfolk Electoral Board effective March 1, 2019. The Board voted that H. Michael Ziegenfuss would become Chairman, Barbara Klear would become Vice Chairwoman, and Michael Khandelwal would become Secretary effective March 5, 2019.
3. **Approval of Officers of Election:** The Board approved seven (7) Officers of Election for a two (2) year term ending February 28, 2021.
4. **VEBA Conference at Homestead:** H. Michael Ziegenfuss will be attending the VEBA Conference at the Homestead during the weekend of March 8<sup>th</sup>. He will report information from the conference at the next Electoral Board Meeting.
5. **Legislation:** The Registrar reviewed the eight (8) remaining election-related legislative bills that passed both the Senate & House and are headed to the Governor. The Legislative Committee of the VRAV is monitoring the status these bills, in addition to, the proposed budget bill with amendments. There were 118 election-related bills this session.
6. **Campaign Finance Update:** The Registrar advised of outstanding campaign finance fines that have not been paid and are being referred to the Norfolk Commonwealth's Attorney. Michael Muhammad has an outstanding penalty assessed of \$1,100 by not submitting his January 16, 2018 & July 16, 2018 required reports. William Collins has an outstanding penalty assessed of \$1,100 by not submitting his April 16, 2018 & April 23, 2018 required reports by the deadline. Alfreda Thomas has a \$100 fine for not submitting her April 23, 2018 required report by the required deadline.
7. **June Primary Elections:** The Registrar reviewed the June Democratic & Republican Party Primaries called for by their respective parties for Virginia Senate and House of Delegate Districts. Although Primary Elections may have been requested, there may not be opposition within the party. Political Party Chairs will certify Primary Candidates by April 2, 2019.

8. **Poplar Halls Elementary School:** The Registrar advised that the Norfolk School Board has decided to combine Poplar Halls Elementary School with Lake Taylor Middle School at the end of this school calendar year. Poplar Halls Elementary School will close. As this facility is used as a polling place for Election Day, the Norfolk Electoral Board will review potential accessible buildings as an alternate polling place for voters in this precinct prior to the November 2019 General Election.

The meeting adjourned at 5:27 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "H. Michael Ziegenfuss".

H. Michael Ziegenfuss, Secretary