

Norfolk Electoral Board

Minutes of the April 4, 2023 Meeting

Present:

H. Michael Ziegenfuss (Chair), Marianne McKay (Vice-Chair), Atoy Carrington (Secretary), Stephanie Iles (Director of Elections & General Registrar), Rosanna Benccoach (Deputy Director of Elections & Deputy Registrar), and Craig Shepherd (Chairman of the Republican Party of Norfolk).

The Norfolk Electoral Board was called to order on Tuesday, April 4, 2023 at 11:03 am by Mr. Ziegenfuss in the Elections Office Board Conference Room in Norfolk's City Hall.

Approval of Minutes from the March 7, 2023 Electoral Board Meeting:

Ms. McKay moved to approve the minutes from the March 7, 2023 Board Meeting. The motion was seconded by Ms. Carrington. The Board unanimously approved the minutes from the meeting.

Approval of Officers of Election:

Ms. Iles presented a list of three (3) potential Officers of Election for appointment. Ms. McKay's motion to approve the list was seconded by Ms. Carrington. The Board voted unanimously to approve those on the list as presented by Ms. Iles for a term ending on February 28, 2025.

Closed Session to Discuss Election Securities:

At 11:39 am, it was moved by Ms. McKay and seconded by Ms. Carrington to go into closed session pursuant to the Code of Virginia to discuss Election Securities with Ms. Iles and Ms. Benccoach. The motion was approved by unanimous vote of the Board.

Upon a motion made by Ms. McKay and seconded by Ms. Carrington and passed by unanimous vote of the Norfolk Electoral Board, the Electoral Board reconvened in open session at 12:37 pm.

Further, Ms. Carrington moved to adopt the following certification:

"We certify that the Norfolk Electoral Board convened a closed meeting on April 4, 2023, 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 unanimously voted to approve the certification.

Such other business as may come before the Electoral Board:

The Board discussed the VEBA Conference attended by the Board members in Roanoke Virginia March 24-27, 2023.

The Board discussed potential polling locations with Ms. Iles and Ms. Bencoach. We also discussed the need for additional Officers of Election and potential recruitment opportunities.

Ms. Iles informed the Board that the new communications equipment has arrived and will be used by the precinct Chiefs for the upcoming June Primary Elections. Results will be reported directly to the State.

The elections webpage will link to the state's webpage for election night reporting.

The next meeting of the Norfolk Electoral Board was tentatively set for Tuesday, May 2, 2023 at 11:00 am in the Elections Office Board Conference Room in Norfolk's City Hall. This date was later revised to Thursday, May 4, 2023 at 11:00 am due to a meeting schedule conflict.

Ms. McKay moved to adjourn the meeting, which was seconded by Ms. Carrington. The meeting was adjourned at 1:02 pm by unanimous vote of the Board.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Atoy B. Carrington".

Atoy B. Carrington, Secretary

April 4, 2023