

**Meeting Minutes
August 1st, 2016**

The City of Manassas Electoral Board held a meeting, Monday, August 1, 2016 2:30 PM at Voter Registration & Elections Office, 9025 Center St.

Chairwoman, Kostelecky called the meeting to order at 2:32 PM and Vice Chair, Kincheloe seconded. Discussion of precinct boundaries and presenter for the City Council were reviewed. It was decided Secretary Fields will present to the City Council. Secretary Fields requested General Registrar, Reed to arrange for a digital image of the new boundaries from GIS. The demonstrations of the two voting machines was decided to be in the foyer of City Hall 4:00-5:00 PM. The companies represented are ESO with the Unisyn Optical Scanner and Atlantic Election Services with the Dominion Optical Scanner.

General Registrar, Reed presented the BPC Data to compare this election to past, present and future elections, to study length of lines and wait times for Voters. Also presented were the new envelopes, First Friday Outreach Program and FOIA Rights and Responsibilities.

Next, the Board discussed a time for the ADA check of precincts. August 22, 2016 at 9:00 AM was decided as the ADA check date.

Secretary Fields directed General Registrar, Reed to purchase a new file cabinet for the Alpha Cards. The Board moved to meet with Mr. Pate about building security issues and the budgeted amount for voting machines.

The Board decided to have the Emergency Contingency Plan meeting for the November 8, 2016 election in September.

General Registrar, Reed will get back to the Electoral Board on Election Official Training in September.

Vice Chair, Kincheloe, made a motion to accept the July 7, 2016 minutes as approved and Chairwoman, Kostelecky seconded the motion.

Meeting was adjourned at 4:30 PM.

A handwritten signature in cursive script, reading "Patricia E. Fields", is written over a horizontal line.

Patricia E. Fields, Secretary