

**Meeting Minutes
September 14th, 2017**

The City of Manassas Electoral Board held a meeting, Thursday, September 14, 2017 at the Voter Registration & Elections Office, 9025 Center St.

In attendance were Chairman John Snider, Vice Chair Pamela Kincheloe, Secretary Patricia Fields and General Registrar Susan Reed.

Chairman Snider called the meeting to order at 1:44 PM and asked for any old business on the agenda.

Vice Chair Kincheloe moved to approve minutes from the last meeting. All present were in favor.

Chairman Snider asked for discussion of any new business. General Registrar Reed presented the proposed list of Election Officials for November 7, 2017 General Election.

Secretary Fields moved to discuss appointment of Election Officials as listed. Discussion of Chief/Assistant Chief appointments, training and suggestion of recognition by City Council was considered by Electoral Board. The date of October 23, 2017, a city council meeting date, is potential best date for recognition of Chiefs/Assistant Chiefs by Mayor and City Council. Electoral Board is in agreement of showing public appreciation to Election Officials for their service. Secretary Fields moved to appoint Election Officials list and Vice Chair Kincheloe seconded; all present were in favor.

Decision to order 50% ballots for November General was discussed and approved by Electoral Board.

Vice Chair Kincheloe moved to adjourn at 2:00 PM, all were in favor.

A handwritten signature in cursive script, reading "Patricia E. Fields", is written in black ink. The signature is positioned above a solid black horizontal line.

Patricia E. Fields, Secretary