

**Meeting Minutes
November 8th, 2017**

The City of Manassas Electoral Board held a meeting Wednesday, November 8th, 2017 at the Voter Registration & Elections Office, 9025 Center Street to conduct the Canvass to ascertain Election results.

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

Chair, John Snider called the meeting to order at 10:05 AM.

Pamela Kincheloe, Vice Chair moved to convene a closed session pursuant to section § 24.2-653(B) of the Code of Virginia for the purpose of considering provisional ballots as qualified or not for the 2017 November General Election; Patricia Fields, Secretary seconded motion. All were in favor.

Pamela Kincheloe, Vice Chair moved to certify that the closed session just concluded, the only matters discussed were the qualifications of provisional voters, as directed by § 24.2-653 of the Code of Virginia and as identified in the motion to close the meeting pursuant to the Virginia Freedom of Information Act. All were in favor and open meeting reconvened at 11:15 AM.

Chair, John Snider made a motion to accept names listed on the Provisional Ballot Log as counted and qualified ballots. Secretary Patricia Fields seconded and all were in agreement.

Secretary Fields moved to recess for lunch at 11:25 AM.

Chair Snider motioned to call meeting back to order at 12:10 PM to complete canvass of 2017 November General Election. All board members prepared and signed Envelope 2 for Provisional Precinct. Canvass checklist was completed for all precincts and corrections made on SOR if needed. All Envelope 2's were prepared and signed by all Electoral Board members.

Chair Snider moved to recess at 2:00 PM while GR Reed inputted data into VERIS. Meeting was reconvened at 2:30 PM to sign Abstract of Votes. Vice Chair Kincheloe moved to close canvass; Secretary Fields seconded motion.

The meeting was adjourned at 2:35 PM.



Patricia E. Fields, Secretary