

**Meeting Minutes
December 6th, 2017**

The City of Manassas Electoral Board held a meeting, Wednesday December 6, 2017 1:00 PM at Voter Registration & Elections Office, 9025 Center St.

Chair John Snider called the meeting to order at 1:00 PM.

Present at meeting Chairman John Snider, Vice Chair Pamela Kincheloe, Secretary Patricia Fields and General Registrar Susan Reed.

Chair Snider called for any unfinished business. Members present reported no unfinished business. Chair Snider moved to proceed to meeting Agenda.

General Registrar Reed presented the upcoming FY2019 budget to board. Secretary Fields moved to proceed with budget as proposed, all were in agreement. GR Reed informed board of Voter Registration's Budget meeting with City Manager on February 1, 2017 9:00 AM 2nd fl. conference room.

Next on Agenda the voter letter received after 2017 November General Election. Board reviewed comments from voter letter and decided no action required.

Recap of Chief meeting next on Agenda. Board supports requests for more privacy folders, privacy screens, emphasis on stating full name and address at Poll Book table, outreach to inform voters of absentee voting and signs posted at senior center and Georgetown South Community Center concerning check your Precinct and Absentee Voting.

Chair Snider presented his material for the City Council meeting on December 11, 2017 on the 2017 November General turnout. Board approved.

Meeting was adjourned at 2:24 PM.



Patricia E. Fields, Secretary