

**Meeting Minutes
May 24th, 2019**

The City of Manassas Electoral Board held a meeting Friday, May 24th, 2019 at the Voter Registration & Elections Office, 9025 Center Street.

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

Chairman Snider called the meeting to order at 9:48 AM and Vice Chair Kincheloe moved to approve the minutes from the last meeting. Secretary Fields seconded the motion. All were in favor and the motion carried.

Vice Chair Kincheloe moved to appoint Susan Reed as General Registrar for a 4 year term. Motion seconded by Secretary Fields. All in favor, motion carried. Board set meeting for June 27th 10:00 AM to evaluate General Registrar Reed's performance for 2018.

Discussion of possible items for 5 year Plan for City of Manassas Voter Registration. Items, ideas suggested are: poll books, no excuse voting impact, raise Election Official pay, additional ADA machine, enhanced security, redistricting, growth projections of city, additional precinct and new processes for processing voter registrations.

Vice Chair Kincheloe motioned for Election Official list approval. All were in favor and motion carried.

Board considered additional Assistant Registrars for Voter Registration office. All in agreement the Presidential plus no excuse will require more staff. Board advised General Registrar Reed to run ads for part time seasonal help.

General Registrar Reed distributed the Boards 'GETS' cards for making phone calls during an emergency. General Registrar Reed applied for 'GETS' cards at advice of Amelia Gagnon, Emergency Planner for the City of Manassas.

Chair Snider asked for any other business before the Board, Secretary moved to adjourn, Vice Chair seconded, all were in favor. Motion passed.

The meeting was adjourned at 11:03 AM.



Patricia E. Fields, Secretary