

**Meeting Minutes
September 6th, 2019**

The City of Manassas Electoral Board held a meeting Friday, September 6th, 2019 at the Voter Registration & Elections Office, 9025 Center Street.

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

Chair, John Snider called the meeting to order at 9:30 AM.

Chair Snider asked for any public comments: No public comments.

Vice Chair Kincheloe made a motion to approve the July 8, 2019 minutes. Secretary Fields seconded and all were in agreement.

Budget:

Electoral Board discussed the budget for the new fiscal year, review of last FY and General Registrar Reed's change to Discretionary Leave from accrued Comp Time. All in agreement to have Registrar Reed request a breakdown of line items from Budget department of Salaries and Wages, plus Board and Elections Stipends. This will help in giving an accurate cost of running an election. Chair Snider asked Registrar Reed to prepare a Supplemental Request for the March 2020 Presidential Primary.

2019 November General Election:

General Registrar Reed confirmed that the ballots have been ordered.

The House of Delegates race and its potential impact on city council seat was discussed along with General Registrar Reed regarding the city ordinance on how vacancies are handled.

Vice Chair Kincheloe moved to approve the Election Officials appointed for the upcoming election, Secretary Fields seconded and all were in favor.

New Business:

Pilot Audit on August 27, 2019 was discussed.

General Registrar Reed shared the Draft No Excuse Report by VRAV and explained how the report will help localities approach their local governments with documentation on turnout in other states and how it may impact Virginia using Virginia's turnout data.

Electoral Board moved to adjourn meeting.

The meeting was adjourned at 11:35 AM.



Patricia E. Fields, Secretary