

**PRINCE EDWARD COUNTY ELECTORAL BOARD**

**Minutes**

**P.O. Box J**

**Farmville, Virginia 23901**

**Thursday, July 15, 2021**

A meeting was held in the Registrar's Office at 9:08 AM. on Thursday, July 15, 2021.

**MEMBERS PRESENT:** Mr. Charles Puckett, Chairman of Electoral Board; and Ms. Gwendolyn Akers-Booker, Secretary to Electoral Board. Mrs. Rachel Dugger, Vice-Chairman of Electoral Board was conferenced in via phone call,

**OTHERS IN ATTENDANCE:** Lynette Wright, General Registrar; Caitlin Bryant, Assistant to the General Registrar. There were no visitors from the community present.

The meeting was called to Order by the Secretary at 9:05 AM in the Voter Registration Office. Upon review of the evaluation of the General Registrar, everyone was in agreement with the performance of Ms. Lynette Wright and we appreciate all the hard work and dedication to the citizens of Prince Edward County and the State Department of Elections.

The next item of interest was the approval of two Poll Worker applications. The applicants will be called to inform them that they were approved and will be added to the list of workers. As the poll workers list was being reviewed, we were able to make sure that the appropriate number of workers will be readily available for November 2<sup>nd</sup> Election. As Poll Workers, we would appreciate that all workers would conduct themselves in the best possible manner when dealing with the public. We are professionals and we appreciate everyone being as casual as possible when speaking and conducting Election business. Letters will go out to Poll Workers between August 31<sup>st</sup> and September 2<sup>nd</sup>. We encourage all poll workers to respond to the letter as soon as possible so that we will have an accurate number of workers as required by law on Election Day. Training for Poll Workers will be held on Thursday, October 21<sup>st</sup> at the Prince Edward Elks Lodge from 10:00 AM until 12 Noon. The only make up class to be offered will be held on Saturday, October 23<sup>rd</sup> in the 3<sup>rd</sup> Floor Conference Room which is in the Courthouse.

After discussion of the poll workers, Ms. Lynette Wright discussed with the board that more voter machines will need to be ordered with regards to the November Election. This is due to State Regulations which was approved to have Town Elections moved to November General and Special Election. With this being done, there will be several different styles of ballots and it was also due to the parties wanting to know how many voted during the Early Voting by different localities.

We further discussed the 45 Day Early Voting which will begin Wednesday, September 17, 2021 and will end on Saturday, October 30, 2021. We will not be open on Saturdays or Sundays with the exception of two Saturdays prior to the end of Early Voting. The Voter Registration Office will be open for your convenience on Saturday, October 23<sup>rd</sup> and Saturday, October 30<sup>th</sup>. We encourage all who wish to vote during the Early Voting Process to come Monday-Friday to the Courthouse with hours of operation from 8:30 AM – 4:30PM. The voting will be held in the Voter Registration office and as voter turnout begin to progress during Early Voting, we will move to an extension of the Voter Registration Office. We encourage those who can take advantage of this Early Voting experience to remember to WEAR YOUR MASK, SOCIAL DISTANCE AND SANITIZE YOUR HANDS as we are doing our best to keep everyone safe. Our poll workers are excited and eager to assist you in any way possible and remember we do provide curbside voting for those who need special assistance.

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Next on the agenda was Personnel. Meeting adjourned at 9:25 am as we discuss an important matter.

Meeting reconvened at 9:40 am to discuss the review of the Electoral Board with regards to recommendation of the Deputy Registrar, The Electoral Board reviewed the salary of the Deputy Registrar and suggested to the General Registrar that it would be appropriate and warranted to request additional funds due to the caseload that has been added to the Voter Registration Office would be needed to bring the office of Deputy Registrar up to a level that would be acceptable. A letter from the General Registrar will be submitted to the Finance Office who would intern advise of what should be presented to the Board of Supervisors.

With no further to do, the meeting was adjourned at 10:00 AM.

Respectfully submitted,

*Gwendolyn S. Akers-Booker*

Gwendolyn S. Akers-Booker, Electoral Board Secretary