

**PRINCE EDWARD COUNTY  
ELECTORAL BOARD**

P.O. Box J  
Farmville, Virginia 23901

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**MINUTES**

**DATE:** March 16, 2023

**PURPOSE:** Electoral Board Business Meeting

**PRESENT:**

**Members:** Charles Puckett, Chairman, Michele Schumacher, Vice Chair and Gwendolyn Akers-Booker, Electoral Board Secretary; Lynette Wright, General Registrar. Also present were Caitlin Bryant, Deputy Registrar; Lawson Headley, Prince Edward County IT Department; and Douglas Stanley, County Administrator, Prince Edward County.

**PUBLIC PARTICIPATION:** None

The meeting was called to order by Charles Puckett, Chairman at 10:01 am.

The minutes of the February 16, 2023 minutes were reviewed with a motion by Michele Schumacher and seconded by Charles Puckett, Chairman. Minutes were unanimously approved.

Michele Schumacher moved that the Electoral Board of Prince Edward County convene a closed session under Section 2.2-3711(A)(34) of the Virginia Freedom of Information Act for the discussion of voting security matters made confidential pursuant to § [24.2-410.2](#) or [24.2-625.1](#), specifically discussion and review of the Locality Election Minimum Security Standards. The motion was seconded by Charles Puckett and was unanimously approved. Ms. Wright, Mr. Headley and Mr. Stanley were asked to attend the closed session.

Following the closed session, the public was invited to return to the meeting. Mr. Puckett called the meeting to order. On a motion duly made and seconded the following resolution of certification was approved by a roll call vote:

**Resolution of  
Certification**

BE IT RESOLVED, that the Electoral Board of Prince Edward County certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered by the Committee.”

<b>Vote</b>	<b>Ayes</b>	<b>Nays</b>
Mr. Charles Puckett	X	
Ms. Michele Schumacher	X	
Ms. Gwendolyn S. Akers-Booker	X	

All members present responding affirmatively, the resolution of certification was adopted.

Next Item of Discussion was Poll Letters for workers for June 2023 primary election and November 2023 election. It was discussed that confirmation of whether or not a primary would be required will not be made until mid-April 2023. Mr. Puckett made a motion that poll worker letters not be mailed until the General Registrar has confirmed that there will be a primary, at which time the General Registrar shall notify the Electoral Board Secretary and letters will be processed accordingly. The motion was seconded by Michele Schumacher and was unanimously approved.

Motion to adjourn was made by Michele Schumacher and seconded by Mr. Charles Puckett, and was unanimously approved. The meeting adjourned at 11:25 am

Next meeting will be held on Thursday, April 20, 2023.

*Gwendolyn S. Akers-Booker*

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Gwendolyn S. Akers-Booker  
Electoral Board Secretary