

City of Radford Electoral Board  
Minutes of Public Meeting  
February 17, 2023

Chairman Guy Wohlford called the February meeting of the City of Radford Electoral Board to order at 10:00 a.m. on February 17, 2023, in the office of the General Registrar located at 619 2nd Street, Room 143, Radford, Virginia. Present were Chairman Wohlford, Vice Chairwoman Ann Craig, and new Electoral Board member Carol Colby, constituting a quorum, as well as Deputy Registrar Lindsey Holman.

Election of Officers

After discussion, Ms. Colby made a motion that the Electoral Board members serve in the following capacities:

Chairwoman: Ann Craig

Vice Chairman: Guy Wohlford

Secretary: Carol Colby

Chairman Wohlford seconded the motion, which carried unanimously.

Appointment of General Registrar

Secretary Colby made a motion to appoint Lindsey Holman the General Registrar/Officer of Elections for the City of Radford, for a term beginning on March 1, 2023 and ending on June 30, 2023. Vice Chairman Wohlford seconded the motion, which carried unanimously.

Appointment of Officers of Election

Ms. Holman advised Board members that the chairpeople for the local parties had sent lists of nominees to serve as Officers of Elections (OEs) for 2023. She also advised that two nominees on those lists, Jane Swing and Gloria Boyd, are constitutionally prohibited from serving as OEs, as both are currently serving as elected school board members in the City of Radford.

Secretary Colby made a motion to additionally exclude nominee George Harkrader from the list of OEs. She explained that while she worked as an OE on November 8, 2022, she had witnessed Mr. Harkrader's advising or assisting a voter as to how he should cast a ballot, in violation of his training, oath, and the Virginia Code. The motion received no second.

Secretary Colby made a motion that George Harkrader be required to submit to additional training before being permitted to serve as an OE. Chairwoman Craig suggested or proposed that he could conduct such training individually, and that the Electoral Board would require him to sign something to ensure that he did before he would be allowed to work as an OE. Vice Chairman Wohlford seconded the motion, which carried unanimously.

Secretary Colby advised that she will notify the nominees that they have been appointed as OEs for a three-year term. Ms. Holman advised that she will post the list in the office of the General Registrar.

Ms. Holman advised that a greater number of OEs might be necessary to adequately staff polling places in 2024. She also requested that Secretary Colby ask the chairwoman of the local Democratic Party to include nominees' registered addresses in the future.

Ms. Holman advised the Board that new OEs are supposed to take their oaths by March 1 of their year of appointment. Given the time constraint, she suggested that the date be moved to April 1. In previous years, officers would take this oath during pre-election training sessions.

#### Budgetary Concerns

Ms. Holman advised the Board about pay for OEs. Her research revealed that such service is exempt from labor laws and thus not subject to a minimum wage. She shared a survey of the salaries that nearby jurisdictions pay to their OEs. The Board concluded that the pay offered to Radford's poll workers is competitive, and thus will remain at current levels.

Ms. Holman shared the Board's salary information, as set by statute. She determined that Chairwoman Craig, Vice Chairman Wohlford, and previous Board Secretary Joe Mannon had been underpaid in years past, and assured that she would see to it that they would receive an increase within the March 3, 2023 paycheck to ensure they are paid within statute for the 2022-2023 fiscal year.

Ms. Holman shared information about notifying voters about election-related matters.

Ms. Holman advised the Board that new voting machines will likely be required in or by 2029. She was advised that these will likely cost around \$9,000 each, and Radford uses six machines. She advised the Board that it would be prudent to begin budgeting for these new machines now.

Ms. Holman advised the Board about other budgetary concerns, including maintenance and service contracts; logic and accuracy testing of ballots; the possibility of having three elections in the coming fiscal year; conferences and education; and dues and membership fees.

Ms. Holman advised that elected officials are required to submit a Statement of Economic Interests each year, and the clerks of the Radford City Council and the Radford City School Board are required to send the Board a list of the candidates who filed such statements. Ms. Holman advised that it will be important to follow up with these clerks to ensure the statements are filed each year.

The Board and Ms. Holman discussed that the budget might need to be increased in order to provide adequate meals and refreshments for Radford's OEs.

Ms. Holman advised that she plans to use the entire postal budget this year and next in order to better inform voters about recent precinct changes.

The Board agreed that meeting minutes may be approved by email. Secretary Colby agreed to prepare draft minutes and submit them to other members of the Board for their review and comment.

Upon motion by Secretary Colby and second by Vice Chairman Wohlford, the meeting was adjourned at 11:18 a.m.

The Board will next meet at 3:30 p.m. on March 6, 2023, in the same location, to discuss the division of duties between the Board and the General Registrar.