

City of Radford Electoral Board  
Minutes of Public Meeting  
May 22, 2023

Upon motion by Vice Chairman Guy Wohlford and second by Secretary Carol Colby, Chairwoman Ann Craig called the April meeting of the City of Radford Electoral Board to order at 3:34 p.m. on May 22, 2023, in the office of the General Registrar located at 619 2nd Street, Room 143, Radford, Virginia. Present were Chairwoman Craig, Vice Chairman Wohlford, and Secretary Colby, constituting a quorum, as well as General Registrar Lindsey Williams.

Report of General Registrar

Mrs. Williams distributed a memorandum to the Board with the subject "Request for reappointment, determination of number of Deputy Registrars and setting their terms; appointment of custodian of voting equipment." She shared information on each of these topics, which she gained through research and networking with registrars' offices in nearby localities.

Upon motion by Secretary Colby and second by Vice Chairman Wohlford, the Board unanimously authorized Mrs. Williams to contact several Officers of Elections to offer them training in preparation for paid work in the General Registrar's office on an emergency basis.

Mrs. Williams and the Board discussed updating the training that OEs receive prior to elections. Mrs. Williams recommended that Board members attend upcoming trainings in Montgomery County, for which she had secured permission.

Mrs. Williams discussed emergency preparedness evaluations and possible training.

Secretary Colby made a motion to go into a closed meeting to discuss Mrs. Williams's performance review, as permitted by Virginia Code section 2.2-3711A1, to wit: assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. Vice Chairman Wohlford seconded the motion, which passed unanimously, at which time the Board went into a closed meeting.

Upon conclusion of the closed meeting at 4:32 p.m., the Board reconvened in an open meeting and conducted a unanimous roll call in accordance with Virginia Code section 2.2-3712D, certifying that the closed meeting was conducted in accordance with the Virginia Freedom of Information Act.

The Board informed Mrs. Williams that it is in concurrence with the recommendations in her memorandum. The Board and Mrs. Williams discussed next steps to carry out the recommendations.

Upon Vice Chairman Wohlford's motion, Secretary Colby's second, and unanimous assent, the meeting was adjourned at 4:53 p.m.

The Board will next meet at 3:30 p.m. on Monday, June 12, 2023.