

City of Radford Electoral Board
Minutes of Public Meeting
June 12, 2023

Chairwoman Ann Craig called the June meeting of the City of Radford Electoral Board to order at 3:30 p.m. on June 12, 2023, in the office of the General Registrar located at 619 2nd Street, Room 143, Radford, Virginia. Present were Chairwoman Craig, Vice Chairman Guy Wohlford, and Secretary Carol Colby, constituting a quorum, as well as General Registrar Lindsey Williams.

Report of General Registrar

Mrs. Williams and the Board reported on the number of registered voters in Radford, and historical trends associated with Radford University's school year.

Mrs. Williams and the Board discussed the current staffing of her office and possible personnel to staff it in the event of emergency.

Mrs. Williams stated that she intended to attend the upcoming close of polls in Montgomery County's primary to observe its nighttime reporting procedure.

She stated that she was awaiting word from the Radford Information Technology Coordinator Mel Kirby about obtaining funds from a Homeland Security grant. She hopes to purchase four cages to securely store and transport election materials, one for each precinct. She received a quote for a total of \$10,780.

Mrs. Williams outlined her upcoming training plans and the holiday closings of city offices.

Mrs. Williams stated that the agreement with Atlantic Election Services, who act as custodians of the city's voting machine, was due for renewal. Upon motion by Secretary Colby and second by Vice Chairman Wohlford, the Board agreed that she should continue the office's contract with Atlantic Election Services.

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 4:25 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 members agreed that they would finalize the Annual General Registrar Performance Review via email exchange and submit it to Mrs. Williams, who will print it out for Board member signatures and submit it to the Virginia Department of Elections via email, copying the Board.

Vice Chairman Wohlford made a motion to reappoint Mrs. Williams as General Registrar for a four-year term beginning July 1, 2023. Secretary Colby seconded the motion, which passed unanimously.

Upon Vice Chairman Wohlford's motion, Secretary Colby's second, and unanimous assent, the meeting was adjourned at 4:35 p.m.

The Board will next meet at 3:30 p.m. on Monday, August 7, 2023.