Albemarle County Electoral Board
Minutes: May 6, 2015

Location: Albemarle County Office Building, McIntire Road
Attendance: Jim Heilman, Bill Love, Peter Wurzer, Jake Washburne, Clarice Schermerhorn
Guest: John Blair, Assistant County Attorney

The meeting began at 9:28 am.

Public Comment. The issue of how to take public comments at Electoral Board Meetings was discussed. The Board agreed to vote on a policy at the next meeting.

Samuel Miller District School Board Vacancy. Mr. Blair announced that the School Board could wait until the November General Election to fill the vacancy created by the resignation of Eric Strucko or could ask for a special election. Board members and staff then pointed out various problems with having a special election during the summer, such as:
- We will be receiving our new machines probably in early/mid-summer.
- It’s vacation time for many families.
- Turnout would be so low that the results might not reflect the will of the voters.
- Some schools are having construction projects in summer.
- The cost would be about $20,000.
Mr. Blair agreed to share the Electoral Board’s concerns with the School Board.

Campaign Finance Reports. Clarice announced that Jane Dittmar filed her latest Finance Report 10 days late. But there was a problem in that the State Elections Department had put her on the wrong filing schedule – which had her next filing due July 15 instead of April 15. Citing the facts that (1) she had been put on, and informed of, the wrong filing date and (2) the electronic filing system would not have been able to accept an April 15 filing anyway, Jim moved that she be excused and not fined. Peter seconded the motion, and the Board voted for this unanimously.

Registrar Appointment Schedule. Jake announced that his term as Registrar ends June 30 and that he would like to be considered for another term.

Election Chief Officers and Assistants for November. Clarice discussed several precincts where Assistants will need to be moved around.

Electronic Poll Books (EPB). Jake announced his intent to purchase new EPB software from EVID in North Carolina at a cost of $45,000 plus an annual licensing fee per unit of $50. Peter and Bill opined that they would like to find out more particulars about this. Jake said he will draft a set of specifications for the Board.

Executive Session. Bill moved adoption of the following resolution: RESOLVED, that the Board enter into executive session for the purpose of (1) discussion and consideration of the appointment of prospective Albemarle County election officials for the for the November General election, as provided by Section 2.2-3711.A.1 of the Code of Virginia and (2) discussion of the award of a public contract involving the expenditure of public funds for
voting equipment and services and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, as provided in Section 2.2-3711.A.29 of the Code of Virginia. The motion passed unanimously. The Board went into Executive session at 10:35 am.

The Board came out of Executive Session at 11:25 am. Bill moved adoption of the following resolution: RESOLVED, that to the best knowledge of each member of this Board (i) only public business matters lawfully exempted from the open meeting requirements of Chapter 37 (Virginia Freedom of Information Act) of Title 2.2 of the Code of Virginia and (ii) only such public business matters as were identified in the motion by which today's executive session was convened were heard, discussed or considered in the executive session. The motion passed unanimously.

Jim moved the appointment of two new Election Officers: Vijay Menon and Sylvia Gillespie. The motion passed unanimously.

Voting Equipment. Bill then moved that we proceed to enter into a contract with Election Systems & Software for the purchase of voting equipment and related electoral services. The motion passed unanimously.

A discussion followed concerning items related to the equipment purchases, such as cages for the equipment and possible transport contracts.

Next Meeting: The next meeting shall be Wednesday, June 3rd at the McIntire Road Building.

The meeting was adjourned at 11:44 am.

Respectfully submitted,

James M. Heilman
Secretary, Albemarle County Electoral Board
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