



FREDERICK COUNTY ELECTORAL BOARD

Marie Straub

Chairman

Craig Lambert

Vice-Chairman

Tom Reed

Secretary

107 N. Kent Street, Suite 102, Winchester, VA

22601-5039

Final Minutes

Frederick County Electoral Board

Tuesday, February 2, 2021

The Board met on Tuesday, February 2, 2021. Those present were Chairman Marie Straub, (participating via phone due to increment weather), Vice-Chairman Craig Lambert, Secretary Tom Reed, and Registrar Rich Venskoske.

1. The meeting was called to order at 4:30 by Chairman Marie Straub.
2. On motion from Secretary Tom Reed and seconded by Vice-Chairman Craig Lambert the agenda was approved as printed.
3. On motion from Secretary Tom Reed and seconded by Vice-Chairman Craig Lambert the minutes for the December 22, 2020 were approve as printed.
4. A list of 360 Individuals with party affiliation was reviewed to serve as Election Officers for the 2021-2023 term. On motion by Secretary Tom Reed and seconded by Vice-Chairman Craig Lambert the list of named individuals was approved. Applications and the Oath will be emailed by the Registrar. Several dates will be setup for the Officers of Election to come in to take their oath.
5. (a) The Board approved DemTech's CenterPoint ePollTAB software upgrade on Election (Electronic Poll Books) laptops as required by the state. With final cost to be determined on the number required.

(b) Election Security Plan update is being prepared and will be determined on pending relocation plans

(c) Electoral Board seats are all currently filled as required.
6. (a) NEEVA budget has been reviewed with unused funds returned to the county in the amount of \$34,205.

(b) A Full-Time Assistant Registrar position has been approved by the Board of Supervisors and the job posting will be arranged with Human resources.

(c) Any proposed redistricting is unknown at the present time. A June primary election will be held either the second or third week as determined by the state.



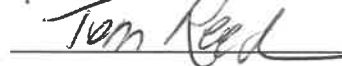
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d) The relocation plans for Registrar office is underway at Sunnyside location. Floor plans are being prepared. A detailed list of material, equipment, supplies and prior move requirements is being prepared.

(e) The next meeting scheduled for Tuesday, March 9, 2021 at 4:30 pm.

7. With no further business, the meeting adjourned at 5:35pm.

Respectfully,


Tom Reed, Secretary

 Chairman
 Vice-Chairman
 Secretary