

Amelia County Electoral Board  
Minutes – Tuesday, July 17, 2018

Attendees: Mary Alice Williams, Board Chair                      Peter Smith, Registrar  
                  Mamie Barley, Vice chair                                 Laura Spittle, Assistant Registrar  
                  Brenda Johnson, Secretary

The Electoral Board of Amelia County met on Tuesday, July 17, 2018 at 10:00 A.M. in the Registrar's Office. The meeting was called to order by Chairman Williams. The purpose of the meeting was to conduct the General Registrar's annual performance review and begin preparation for the November 6<sup>th</sup> Election.

Minutes of the June 15<sup>th</sup> meeting were approved as presented.

Officers of Election were assigned precincts. Ballots (7,000) were ordered to accommodate up to 75% of the registered voters.

Discussed how the 1.6% raise given to county employees affect Smith's position. Brenda and Mary Alice will follow up on this matter. County pays 30% and State pays 70% of General registrar's salary.

Chair Williams will meet with former OOE Flossie Adams and present her a Certificate of Appreciation signed by the all members of the Electoral Board.

Smith will follow up on ensuring the alternate sites for each precinct has been solidified and get the name and telephone number of the person to contact for communication regarding use of the alternate site.

Smith will research possible locations as a replacement site for Precinct # 4, Courthouse.

Smith is working on training for the Chiefs and other Officers of Election. Some training may be offered regionally, involving other localities.

The Board went into Executive Session to discuss a personnel matter. After the executive session, the Board instructed Smith to file a signed copy of his Annual General Registrar Performance Review in his personnel file and send a copy of Appendix 3 to the Department of Elections as required by the Code of Virginia.

The next meeting was scheduled for Tuesday, September 18, 2018.

There being no further business, the meeting was adjourned at 11:20 AM.

Respectfully submitted,

  
Brenda H. Johnson, Secretary