

City of Richmond



CHERLYN STARLET STEVENS
SECRETARY

JAMES M. NACHMAN
CHAIR

JOYCE KING SMITH
VICE-CHAIR

Electoral Board

Meeting Minutes
October 20, 2021

“SIC ITUR AD ASTRA”

SUCH IS THE WAY OF THE STARS

CALL TO ORDER

The meeting of the Richmond Electoral Board was called to order with Chairman James Nachman presiding. In attendance was Joyce Smith, Vice-Chair; C. Starlet Stevens, Secretary; Keith Balmer, General Registrar; Adriene Davis, Executive Asst. to the Electoral Board, Caitlin Shelton, Executive Asst. to the General Registrar; Elizabeth Butler, Representative of the Richmond Republican Committee and Nancy Aldrich, member of the Republican Committee.

PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA

Ms. Butler’s comments concerned placement of election officers in the Central Absentee Precinct (CAP) with regards to working preprocessing and working in a regular precinct.

THE PROCESS REGARDING THE APPROVAL OF MINUTES

Vice-Chair Joyce Smith moved that the meeting minutes must be reviewed by all Board members and approved by a majority of Board members before a draft is posted to our website. Chairman Nachman and Vice Chair Smith voted for the motion. Secretary Stevens abstained. Motion passed.

STAFFING CONCERNS REGARDING PREPROCESSING, CAP AND ELECTION DAY

The Electoral Board set policy that the officers assigned to the Preprocessing/Cap team must serve the entire time. Secretary C. Starlet Stevens moved to set the policy that the officers working in the Central Absentee Precinct (CAP) must commit to serving in CAP the entire time. The period of time required to serve is preprocessing through the Friday after the election. Vice Chair, Joyce Smith seconded. All were in favor, motion passed.

NEW BUSINESS

Chairman James Nachman proposed that in the future, we utilize Election Systems and Software’s (ES&S) new technology, which will allow election results to be reported timely and accurately. Vice-Chair Joyce Smith moved that when the technology is available, we use the sticks from ES&S because the information will be precise. Secretary C. Starlet Stevens seconded. All were in favor, motion passed.

Vice-Chair Joyce Smith, moved that the Board verify the results of the June 2021 Primary and sign the new abstracts. Secretary C. Starlet Stevens seconded. All were in favor, motion passed.

Vice-Chair Joyce Smith moved that officers that attended training but don't serve on election day will not be compensated for training. Secretary C. Starlet Stevens seconded. All were in favor, motion passed.

Chairman James Nachman commented that Director Balmer can institute a number of policies that does not require Board approval.

PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA

There was no public to comment.

NEXT MEETING DATE

The next meeting date to go over the minutes, approve the new spread sheet and sign the Abstracts will be Thursday, October 28, 2021 at 2:00 P.M.

ADJOURNMENT

There being no other business, the meeting was adjourned.

James M. Nachman
Chairman to the Electoral Board

Joyce K. Smith
Vice Chairwoman to the Electoral Board

Cherlyn S. Stevens
Secretary to the Electoral Board