

1 Roanoke County Electoral Board – Minutes of the May 2, 2018 Meeting

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3 On May 2, 2018 the Roanoke County Electoral Board met in the Room 300B of the County
4 Administration Building.

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6 Chair Ronkeith Adkins, Vice-chair Gailen Miles, and Secretary Dana Martin, and Director of Elections
7 Anna Cloeter were in attendance.

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9 Two general public observers attended.

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11 Chairman Adkins called the meeting to order at 11:30AM.

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13 The board approved the agenda and, by consensus dispensed with approving the previous meeting’s
14 minutes.

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16 Under the only scheduled agenda item, Registrar Cloeter reported that Office staff identified potential
17 sites for an emergency poll location for Precinct 502 – Penn Forest after learning that renovation of
18 Cave Spring High School may begin prior to the Dual Primary Elections on June 12. After analyzing
19 relevant parameters including proximity, space, ADA accessibility, and interior logistics, she
20 recommended Penn Forest Community Worship Center with Cave Spring Elementary School as a back-
21 up possibility.

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23 Ms. Miles moved to instruct the Registrar to proceed with the preparation of plans to establish an
24 emergency polling place for Precinct 502 in Penn Forest Community Worship Center at 3735 Chaparral
25 Dr, Roanoke, VA 24018 and Cave Spring Elementary School at 5404 Springlawn Avenue, Roanoke,
26 VA 24018 should it be necessary and Penn Forest Community Worship Center be unavailable.
27 Furthermore, Ms. Miles moved that the Registrar be authorized to proceed with the emergency polling
28 place relocation if and when the need for such a relocation arises or is confirmed. The motion passed
29 unanimously.

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31 The meeting adjourned at 10:51AM, and the board began to canvass the May 1, Vinton town election at
32 noon.

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34 Officer of Election training will begin on Wednesday, May 23, 2018 at 11:00AM on the fourth floor of
35 the County Administration Building.

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38 _____
39 Secretary

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42 Chair

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45 Vice Chair