

## Roanoke County Electoral Board Meeting Minutes

Date: May 8, 2023

Time: 10:00 AM

900 Chestnut St. Vinton, VA 24079

*Chair:* Ken Srpan

*Vice Chair:* Maurice McBride

*Secretary:* Jeff Krasnow

*Attendees:* Ken Srpan Maurice McBride

Jeff Krasnow Anna Cloeter

*Visitors:* Carol Rowan - League of Women Voters

Jean Holsinger - League of Women Voters

John Young

1. **Call to Order:** The meeting was called to order by Chairman Srpan at 10:00 AM.
2. **Approval of Agenda:** On motion of Mr. Krasnow, seconded by Mr. McBride and by a unanimous vote the agenda for the meeting was approved.
3. **Approval of Minutes:** On motion of Mr. McBride, seconded by Mr. Srpan and by unanimous vote, the minutes of the prior meeting were approved and signed.
4. **Agenda:**
  - a. *Chairman's Report - Parliamentary Procedure for Electoral Board Meetings:*
    - i. Mr. Srpan reported on the discussion at the March VEBA meeting regarding the use of parliamentary procedure at small group meetings such as the Roanoke County Electoral Board.
    - ii. Mr. Krasnow moved that henceforth motions will not require seconds other than for adjournment. Mr. McBride seconded this motion and it was passed unanimously 3-0.
    - iii. Mr. Krasnow made an additional motion to limit the amount of time for visitors to Electoral Board meetings to make comments to or to address the board to 5 minutes per visitor. The motion passed unanimously by a vote of 3-0.
  - b. *Appointment of Registrar and Director of Elections*
    - i. Mr. Srpan moved to reappoint our Registrar and Director of Elections, Anna Cloeter, to an additional 4-year term ending June 30, 2027. The motion passed unanimously by a vote of 3-0.
  - c. *Director's Report*
    - i. Ms. Cloeter reported she wanted to send a letter to the chairs of the Roanoke County Republican and Democrat parties advising them of their right to provide lists of potential Officers of Election. Mr. McBride moved that such letter be prepared, approved by the Electoral Board, and sent after the conclusion of the June 2023 primary. The motion passed unanimously by a vote of 3-0.
    - ii. Ms. Cloeter reported that the election canvassing would take place on Wednesday, June 21 at 1:00 PM, on Friday, June 23 at 12 Noon when any hearings involving provisional ballots would also be held, and on Monday, June 26 at 12 Noon.
  - d. *Public Comment:* None.
  - e. *The Next Meeting:* June 21, 2023 at 1:00 PM to commence election canvassing.
5. **Adjournment:** On motion of Mr. McBride, seconded by Mr. Krasnow and unanimously approved by a vote of 3-0 the meeting was adjourned at 10:29 AM.

Secretary \_\_\_\_\_

Chair \_\_\_\_\_

Vice Chair \_\_\_\_\_