

Roanoke County Electoral Board Meeting Minutes

Date: November 20-21, 2024

Time: 10:00 AM and 1:00 PM, respectively
900 Chestnut St. Vinton, VA 24079

Chair: Ken Sspan
Vice Chair: Michael Walsh
Secretary: Jeff Krasnow
Attendees: Ken Sspan, Michael Walsh, Jeff Krasnow, Anna Cloeter
Visitors: None

- I. **Welcome & Call to Order:** Chairman Ken Sspan called the meeting to order at 10:01 AM and welcomed everyone.
- II. **Adoption of Agenda:** Secretary Jeff Krasnow moved the adoption of the agenda for the meeting which was unanimously approved by a vote of 3-0.
- III. **Old Business – Approval of Previous Minutes:** The minutes of the prior meetings were reviewed, following which Secretary Jeff Krasnow moved the adoption of the minutes. Mr. Krasnow’s motion was seconded by Vice Chairman Michael Walsh and unanimously approved by a vote of 3-0, following which the minutes were signed by the Electoral Board.
- IV. **New Business –**
 - a. **November 20 – RLA of the U.S. Senate Race:**
 - i. The Electoral Board initiated the process of auditing its U.S. Senate results using the ballot polling method pursuant to the directions provided by the Virginia Department of Elections.
 - ii. The Board pulled 11 ballots from various batches of ballots voted during the November 5, 2024 General and Special Elections and reported the votes cast on each ballot in the U.S. Senate Race into Voting Works’ ARLO system.
 - iii. The Electoral Board completed the process of locating, auditing, reporting, and repacking the indicated ballots and recessed at 11:30 AM.
 - iv. The next morning, the Virginia Department of Elections notified all localities that the RLA of the U.S. Senate Race in Virginia had been concluded successfully and that a second-round audit would not be necessary.
 - b. **Election Review:**
 - i. The Electoral Board resumed its meeting at 1:00 PM on November 21st.
 - ii. The Electoral Board reviewed the conduct of the November 5, 2024 General and Special Elections in Roanoke County including Election Day. No major issues were reported at precincts, with voters, equipment, canvass, etc.
- V. **Chair’s Report:** No report.
- VI. **Director’s Report:** No report.
- VII. **Comments from the Vice-Chair & Secretary:** No report.
- VIII. **Public Comment:** No comments.
- IX. **Scheduling of Next Meeting:** The next meeting will be scheduled once Electoral Board appointments have been completed by the Roanoke County Circuit Court. The subject of the meeting will be the Electoral Board’s reorganization.
- X. **Adjournment:** Mr. Krasnow moved that the meeting be concluded; Mr. Walsh seconded his motion. The meeting was adjourned at 11:04 AM.

Secretary _____
Chair _____
Vice Chair _____