

# Norfolk Electoral Board

---

## Minutes of the June 19, 2020 Virtual Meeting

### **Present:**

H. Michael Ziegenfuss (Chair), Michael Khandelwal (Vice-Chair), Atoy Carrington (new Electoral Board Member), Stephanie Iles (Director of Elections & General Registrar), Barbara Klear (former Electoral Board Member)

The Norfolk Electoral Board was called to order at 10:02 a.m. by Mr. Ziegenfuss in a virtual meeting. The meeting was virtual due to the COVID-19 pandemic and the State of Emergency called by Governor Northam.

### **Welcome New Electoral Board Member:**

All present welcomed Atoy Carrington onto the Board. The board also recognized Ms. Klear for her years of excellent and dedicated service.

A general discussion of Electoral Board duties followed, including notice by Ms. Iles that many elections laws would be changing on July 1, 2020.

Ms. Iles has made a handbook for Ms. Carrington and will meet with her today to distribute that and her board badge.

### **Reorganization of the Electoral Board:**

A motion was made by Mr. Khandelwal, that effective June 19, 2020, the board would be reorganized with Mr. Ziegenfuss as Chair, Ms. Carrington as Vice-Chair, and Mr. Khandelwal as Secretary. Ms. Carrington seconded the motion, which was carried unanimously by the Board.

### **Approval of Minutes from the May 20-26 Electoral Board Canvass:**

Mr. Khandelwal moved to approve the minutes from the May 20-26 Electoral Board Canvass. Ms. Carrington seconded the motion. The Board unanimously approved the minutes from the canvass.

### **Approval of Officers of Election:**

Ms. Iles presented a list of nine (9) potential Officers of Election for appointment. Mr. Khandelwal's motion to approve the list was seconded by Ms. Carrington. The Board unanimously voted to approve those on the list for a term ending February 28, 2021.

### **Discussion of May 23, 2020 Republican Party Primary Election:**

Ms. Klear had previously distributed the routes each Board member would take while evaluating precincts on Election Day. Mr. Khandelwal will take over that duty going forward. It was determined that Mr. Ziegenfuss would collect any absentee ballots received by the main post

office at 6 p.m. on Election Day.

The Precinct Evaluation Checklist was discussed, with note that the version used for this election would add social distancing procedures and guidelines to the form.

The Board will arrive at the voting machine warehouse by 5 a.m. on Election Day. The post-election canvass is set for 10 a.m., Wednesday, June 24, 2020 at the Circuit Court Clerk's office.

Mr. Khandelwal moved to adjourn the meeting, which was seconded by Ms. Carrington. The meeting was adjourned at 10:25 a.m. by unanimous vote of the Board.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Michael Khandelwal', with a long horizontal flourish extending to the right.

Michael Khandelwal, Secretary  
June 19, 2020