

Norfolk Electoral Board

Minutes of December 5, 2023 Board Meeting

Present:

H. Michael Ziegenfuss (Chair), Marianne McKay (Vice-Chair), Atoy Carrington (Secretary), Stephanie Iles (Director of Elections & General Registrar), Rosanna Bencoach (Deputy Director of Elections & Deputy Registrar).

The Norfolk Electoral Board was called to order on Tuesday, December 5, 2023 at 9:05 am by Mr. Ziegenfuss in the Elections Office Board Conference Room in Norfolk's City Hall.

Ms. McKay moved to accept the minutes of the October 3, 2023 Board Meeting held in the Elections Office Board Conference Room at Norfolk's City Hall, as well as, the minutes from the Risk Limiting Audit on November 27, 2023 held in the Norfolk's Circuit Court Clerk's Conference Room. Ms. Carrington seconded the motion which was approved by unanimous decision.

Approval of Officers of Elections:

Ms. Iles presented a list of seventeen (17) potential Officers of Election for appointment. Ms. McKay motioned to approve the list which was seconded by Ms. Carrington. The Board voted unanimously to approve those on the list as presented by Ms. Iles for a term ending on February 28, 2025.

Closed Session to Discuss Personnel Matters:

At 10:48 am it was moved by Ms. McKay and seconded by Ms. Carrington to go into closed session according to the Code of Virginia for the discussion of personnel matters. The motion was approved by unanimous voice vote.

Upon a motion made by Ms. McKay and seconded by Ms. Carrington and passed by unanimous vote of the Norfolk Electoral Board, the Electoral Board reconvened in open session at 12:04 pm.

Further, Ms. McKay moved to adopt the following certification:

“We certify that the Norfolk Electoral Board convened a closed meeting on December 5, 2023, pursuant to an affirmative vote in accordance with the provisions of the Virginia Freedom of Information Act and that Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law.

The Norfolk Electoral Board further certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the board in the closed meeting.”

Ms. Carrington seconded the adoption of the certification, and the Board unanimously voted to approve the certification.

Such Other Business That May Come Before the Board:

The Board discussed the potential feasibility of recording Board meetings. Due to FOIA and logistics requirements this matter will be reviewed with the City Attorney’s office.

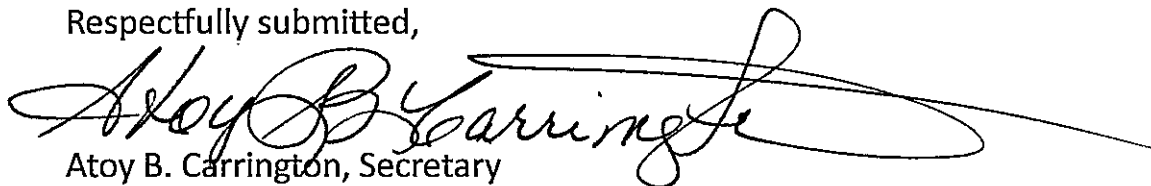
The Board discussed early voting for the March 5, 2024 Presidential Primary Election.

The Board discussed potential legislative items for the upcoming 2024 Virginia General Assembly. Matters of interest will be shared with local representatives to request support.

The Board scheduled the next meeting for Tuesday, January 2, 2024 11:00am in the Elections Office Board Conference Room at Norfolk’s City Hall.

Ms. McKay moved to adjourn the meeting which Ms. Carrington seconded. The meeting was adjourned by unanimous decision at 12:11 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Atoy B. Carrington". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Atoy B. Carrington, Secretary

December 5, 2023