

The Charlotte County Electoral Board; Claudette Powell - Chair, and Glenwood Foster - Secretary, were present at the Registrars office August 18, 2021. The meeting started at 8:30am and lasted until 4:30pm. The Registrar had announced at the August Regular meeting of the Electoral Board that he and staff would be attending training in Salem Virginia, and that the Chairman of the Electoral Board would be at the office in case anyone came by. The Chairman had only been on the Board two months and has had very limited training, the Secretary volunteered to be present also to assist. In the past the office had been closed for the day and the Electoral Board attended also, would have been a good opportunity for the Chairman to receive training. The meeting was in the old juvenile courtroom, the rest of the office was locked. Electoral Board members could not access the refrigerator or microwave. Secretary needed copies made for the Electoral but copier was not accessible either. Secretary tried to contact Registrar about this but got no response.

*Notable for minutes;*

>Phone call from citizen inquiring about registering to vote, information taken for Registrar or staff to assist after returning from training.

> Mr. Wells came by and returned an Officer of Election willingness to work form. It was put drop box in Registrar's office.

>UPS delivered an envelope from the Virginia Department of Elections, it was put in drop box.

>Ms. Hill came by with an Officer of Election willingness to work form, it was put in drop box.

>Kurtis Jones visited with the Board and had questions about multiple tracking labels on a box of folders that he had observed at a precinct. He also informed the board that he would be willing to serve as an Officer of Election for the upcoming election.

>Tanya Pruitt with the Virginia Department of Elections called the Registrars office about new Board members contact information not being updated with ELECT.

>Chairman wanted to assign Officers of Election but there were not enough willingness to work responses to make assignments at that time. (Code 24.2-115 Virginia Election Laws must be followed when assigning Officers of Election)

> The meeting ended when Chairman locked the door.

NOTE- Why does Chairman that has been on the Board only two months have a key to Registrars office? Secretary was Chairman for two years prior to assuming Secretary role and never had a key. Who has keys to the Registrars Office? Should locks be changed to purge loose keys and determine how many keys to be made and who posses them.

\_\_\_\_\_ Claudette Powell; Chairman

\_\_\_\_\_ Glenwood Foster; Secretary