

## **Draft Copy**

Minutes – Franklin County Electoral Board – March 1, 2023

Call to order - Chair Kay Saleeby at 9 am.

Attendees: Donna Cosmato, Kay Saleeby, and Pearline Boyce (EB members), Kay Chitwood, General Registrar, John Harrison, IT Director

Motion by Saleeby, seconded by Boyce to approve the agenda & the minutes from the February 8, 2023 meeting as presented; passed unanimously.

Motion by Saleeby, seconded by Cosmato for the Electoral Board to go into executive session as provided by code of Virginia 2.2-3711 for the purpose of discussing Security, Officers of Election/personnel, EB Policy/OOE - motion passed unanimously.

The board entered executive session at 9:10. The session adjourned at 10:26. Motion by Boyce, seconded by Saleeby to certify that while in executive session the board only discussed business matters identified in code of Virginia 2.2-3711 as listed above. Roll call vote: Saleeby yes, Boyce, yes, Cosmato yes. Chair Saleeby declared the board was back in open session. There were two action item that came out of executive session:

1. Motion by Boyce, second by Saleeby, the board voted unanimously to approve the slate of Officers of Election as presented.
2. Motion by Boyce, seconded by Saleeby, the board voted unanimously to direct GR Chitwood to follow up on an individual's appeal regarding serving as an OOE.

Board discussion: Cosmato presented a draft of the Citizen's Public Comment Policy which included the revisions suggested by the County Attorney. Motion by Cosmato, seconded by Boyce, the board approved the revised document unanimously.

At 10:32 the board entered a work session to discuss OOE training. There was a lunch break at 12:25 and the work session resumed at 1:00.

The EB drafted the framework for the upcoming OOE training prior to the June Primary. Chair Saleeby will use the ideas put forward in the board's discussion to create PowerPoint presentations, a sample mock election, and a handout for trainees. GR Chitwood will assist in the creation of these documents and the board will meet at a TBD date to review and approve the training materials.

The board was unable to set a definite date for the next meeting as the attendance of the County Administrator will be necessary. GR Chitwood will provide the board with a date of availability so the next meeting can be scheduled.

There being no further business to discuss, Chair Saleeby adjourned the meeting.

Respectfully submitted,

Donna Cosmato, Franklin County Electoral Board Secretary