

**King William County Electoral Board
Meeting Minutes – December 20, 2023**

The King William County Electoral Board met at the office of the General Registrar on Wednesday, December 20, 2023, in accordance with Virginia State Code 24.2-107.

Present for the meeting were:

Robert Hughes, Chair
John B. Breeden, Vice Chair
Christine Hall, Secretary
Alison W. Fox, General Registrar/Director of Elections

Call to Order: The Chair called the meeting to order at 12:01PM.

New Business:

- **Approval/Review of Minutes:**
 - *The Board signed the approved minutes of:*
 - *October 18, 2023*
 - *November 8, 2023*
 - *November 12, 2023*
 - *November 14, 2023*
- **Upcoming Election Information-** Alison stated that for the upcoming dual party presidential primary election on March 5, 2024, she is waiting for the state to determine name order on the ballot. She will try to mail out the ballots a week before early voting begins, which is January 19, 2024. Before ordering and printing the ballots, Chris Hall and Alison will jointly review the ballots for accuracy. Alison stated that she anticipates a lower turnout for the March primary and that the website has been updated with the upcoming primary information.
- **Important Dates for 2024-** An attachment of important dates for 2024 was distributed. In addition, by February 1st, the Officers of Election need to be appointed and during the week of November 18-22 there will be a state mandated risk limiting audit held.

Old Business: No old business was discussed at this meeting.

Closed Meeting: at 1:01 PM, Robert Hughes motion to go into closed session pursuant to Section 2.2-3711(A)(1) for the purpose of discussing Cyber Security Policy. The motion was seconded by Christine Hall and was unanimously approved.

Open Meeting: At 1:42 PM, Robert Hughes moved to return to the open meeting session.

We certify that the King William County Electoral Board convened a closed meeting on December 20, 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 King William County 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.

Adjournment: On motion by Christine Hall, seconded by John Breeden the Electoral Board voted the adjournment of the meeting at 1:44 PM the motion was unanimously approved.

Next meeting: January 17, 2024

Robert Hughes, Chair

John B. Breeden, Vice Chair

Christine Hall, Secretary