

**King William County Electoral Board
Meeting Minutes – September 18, 2024**

The King William County Electoral Board met at the office of the General Registrar on Wednesday, September 18, 2024, in accordance with Virginia State Code 24.2-107.

Present for the meeting were:

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

Call to Order: The Chair called the meeting to order at 12:30 pm.

New Business:

a) Approval/Review of Minutes:

- i. The Board signed the approved minutes of:
 - August 29, 2024

b) Election Planning for November General:

- i. **Current number of absentee to be mailed:** Ms. Fox reported that this number is increasing every day. The last day to request a mail-in ballot is October 5th. Currently the number of ballots to be mailed on Friday, September 20th is 552. There are 6 ballots to be emailed, 5 overseas or UOCAVA ballots and 1 print disabled.
- ii. **Pre-Processing:** In order to allow more time for pre-processing, CAP training will be held on 10/28 at 9 am. The first pre-processing will begin on 10/29 at 9 am with the second pre-processing occurring on 11/1 at 9 am.
- iii. **Party Chair Meeting:** Since the EB's next meeting will be on 10/16 at 12 pm, the party chair meeting will be held at the same time.

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

GR Remarks: Ms. Fox noted that the poll book provider, KnowInk, will be available to hold a 2nd training session for the Officers of Election (OE) on 10/30. The training for that day will be held as follows: 4:30-5:30 pm – Chiefs training; 5:30-6:30 pm - poll book training; 6:30-7:30 pm – general election information for all OEs and Chiefs.

Closed Meeting: At 1:01 pm, Mr. Hughes motioned to go into closed session pursuant to Section 2.2-3711(A) (34) for the purpose of discussing cyber security. The motion was seconded by Ms. Hall and was unanimously approved.

Open Meeting: At 1:58 pm, Mr. Breeden moved to return to the open meeting session, seconded by Mr. Hughes and was unanimously approved.

We certify that the King William County Electoral Board convened a closed meeting on September 18, 2024, 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 Ms. Hall, seconded by Mr. Hughes, the Electoral Board voted to adjourn the meeting at 1:58 pm, the motion was unanimously approved.

Next meeting: 10/16/24 at 12:00 pm

John B. Breeden, Chair

Robert Hughes, Vice Chair

Christine Hall , Secretary