

King William County Electoral Board
Meeting Minutes – January 15, 2025

The King William County Electoral Board met at the office of the General Registrar on Wednesday, January 15, 2025, 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 12:31 PM.

New Business:

a) Approval/Review of Minutes:

i. The Board signed the approved minutes of:

- October 16, 2024
- November 6, 2024
- November 8, 2024
- November 12, 2024
- November 14, 2024
- November 20, 2024

b) Meeting Schedule 2025:

- i. **Officer of Election appointments:** The Electoral Board will meet on February 4, 2025, to address these appointments.
- ii. **Organizational Meeting – To begin February 1, 2025:** Mr. Hughes nominated Ms. Hall to remain as Secretary, Mr. Breeden seconded, and it was unanimously approved. Ms. Hall nominated Mr. Hughes to become the Chair for the current term, Mr. Breeden seconded, and it was unanimously approved. Mr. Hughes nominated Mr. Breeden to become Vice Chair, Ms. Hall seconded, and it was unanimously approved.

c) Budget Update: Ms. Fox reported that in November 2024, she submitted the next FY budget to the County and met with the County Administrator, Stacey Davenport, on 1/13/25 to discuss this budget. The submitted budget requested an overall increase of \$5,839.14 due to increases in maintenance agreements and salaries. Ms. Fox also informed Ms. Davenport of the need to replace the current DS200's with new DS300's in the next several years since the DS200's, which were purchased in 2015, are nearing their lifespan of 10-15 years. The current cost of the replacement is \$109,180. Several different payment options are available.

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

GR Remarks: Ms. Fox had no further remarks.

Closed Meeting: At 1:07pm, Mr. Hughes motioned to go into a 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 1:26 pm, Mr. Hughes moved to return to the open meeting session, seconded by Ms. Hall and was unanimously approved.

We certify that the King William County Electoral Board convened a closed meeting on January 15, 2025, 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 a 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 1:26 pm, the motion was unanimously approved.

Next meeting: 2/4/2025 at 1:00 PM

John B. Breeden, Chair

Robert Hughes, Vice Chair

Christine Hall , Secretary