



SALEM ELECTORAL BOARD MINUTES

MAY 26, 2023

2:00 PM

19 East Clay Street

A closed session meeting of the City of Salem Electoral Board was held May 26, 2023, beginning at 2:10 pm. Notice of the meeting was posted in accordance with Section 2.2-3707 of the Code of Virginia, 1950, as amended.

All of the members of the Board were present in person. Mr. Zachary Agee (Chair), Ms. Elizabeth Bowles (Vice Chair), and Ms. Katherin Elam (Secretary).

The closed session was held in accordance to Section 24.2-110 of the Code of Virginia addressing the term of general registrar.

A motion was made by Secretary Elam to come out of closed session at 2:45pm. Motion seconded by Secretary Elam and passed unanimously in accordance with Section 2.2-3712.

In reporting out of closed session, Chair Agee noted that the May 15, 2023 official advisory opinion of the Attorney General was reviewed at the closed session. The Board noted that his opinion letter on General Registrar terms occurred ahead of the assessment of multiple job applications for the general registrar position. This resulted in a motion by Vice Chair Bowles to reappoint Dana Oliver, Salem Registrar for a four-year term beginning July 1, 2023 through June 30, 2027. This motion was seconded by Chair Agee and approved by the full board. Chair Agee then made a motion for the May 15, 2023 official advisory opinion of the Attorney General to be attached to the Board's minutes. The motion was seconded by Vice Chair Bowles and passed unanimously.

In accordance with Section 242.-109.1 of the code of Virginia, The electoral board shall conduct an annual performance review of the general registrar for years ending June 30, 2006, and thereafter. The electoral board shall complete the review by August 1 of each year, retain a copy of the performance review, and provide a summary of the review to the State Board.

A motion was made by Vice Chair Bowles to conduct the Registrar's annual performance review in the month of March to allow appropriate time to fill the registrar's position if need be by July 1 of a given year. This motion was seconded by Secretary Elam and approved by the full board.

Vice Chair Bowles would like to have Officer of Election trainings focus on the role of an observer, in addition to more training for the precinct chiefs and assistants. Chair Agee added the need to review same day voter registration steps at the upcoming Officer of Election training.

IMPORTANT DATES:

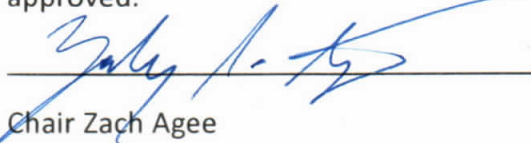
June 12, Electoral Board meeting, 4:30pm
Center

June 15, Election Officer training 7pm Civic

June 20, Democratic Primary

June 21, Canvass 11:00 AM (proposed time for
June 22-23)

A motion was presented to adjourn the meeting at 3:05 pm by Secretary Elam and fully approved.


Chair Zach Agee


6/20/23

Date


Vice-Chair Elizabeth Bowles

6/20/23

Date


Secretary Katherin Elam

6/20/23

Date