



19 East Clay Street

Electoral Board Minutes

January 9, 2025

4pm

Attendees: Elizabeth Bowles, Mark Claytor, Katherin Elam, Dana Oliver – Director of Elections/General Registrar.

The meeting of the City of Salem Electoral Board (the “board”) was called to order at 4:15pm by Elizabeth Bowles 2024 Vice Chair. The notice of the meeting was posted in accordance with Section 2.2-3707 of the Code of Virginia, 1950 as amended.

The board voted to go into closed session for the sole purpose of board reorganization. Director of Elections Dana Oliver presided over the closed session. Katherin Elam voted to come out of closed session and the vote was unanimous.

#### First Order of Business

The outcome for the closed session was the appointment of electoral board officers for the term of January 2, 2025 – December 31, 2026. Chair – Elizabeth Bowles, Vice Chair – Mark Claytor, Secretary – Katherin Elam.

#### Second Order of Business

Election Certificates are printed and ready for acknowledging the winners of the November City Council race on January 13 during the first City Council meeting of 2025. Katherin Elam will present a certificate to Renee Turk, Mark Claytor will present a certificate to John Saunders and Elizabeth Bowles will present the final certificate to Anne Marie Green.

Katherin presented a motion to close the meeting at 4:25pm and the motion carried.

The full board briefly discussed the General Registrar job description and the 2025 Calendar of Elections, Electoral Board meetings and trainings.

Elizabeth Bowles, Chair

Feb 3 2025

Elizabeth Bowles, Chair

Date

Mark Clayton

Feb. 3, 2025

Mark Clayton, Vice Chair

Date

Katherin A. Elam

Feb. 3, 2025

Katherin A. Elam, Secretary

Date